

State of Illinois) SS  
Belvidere, Illinois)

BELVIDERE CITY COUNCIL  
REGULAR MEETING  
AGENDA

July 18, 2016

Convened in the Council Chambers, 401 Whitney Blvd, Belvidere IL at 7:00 p.m.  
Mayor Chamberlain presiding.

(1) Roll Call:

(2) Pledge of Allegiance:

Invocation: Mayor Chamberlain.

(3) Public Comment: (Please register with the City Clerk):

(4) Approval of minutes of the regular meeting of the Belvidere City Council of  
July 5, 2016; as presented.

(5) Public Hearing:

(6) Special Messages and Proclamations:

(A) Police Chief Jan Noble – Speed Trailer.

(B) Police Chief Jan Noble – Officer Recognitions.

(7) Approval of Expenditures: General & Special Fund Expenditures: \$2,043,213.40  
Water & Sewer Fund Expenditures: \$ 340,929.31

(8) Committee Reports and Minutes of City Officers:

(A) Belvidere Police Department Overtime Report of June 21, 2016 through  
July 5, 2016.

(B) Belvidere Fire Department Overtime Reports of June 22, 2016 through  
July 5, 2016.

(C) Building Department Revenue Report for June 2016.

(D) Monthly Report of Community Development/Planning Department for  
June 2016.

(E) Monthly Treasurer's Report for June 2016.

(F) Monthly Income Statement Report for General Fund for June 2016.

(G) Monthly Cash Flow Statement for Water/Sewer Fund for June 2016.

(H) Minutes of Belvidere Planning and Zoning Commission of July 12, 2016.

(I) Minutes of Committee of the Whole – Building, Planning and Zoning and  
Public Works of July 11, 2016.

(9) Unfinished Business: None.

(10) New Business:

(A) Ord. #302H – 1<sup>st</sup> Reading: An Ordinance Granting a Special Use Permit to Continue the Non-Conforming Use and to Allow Vehicle Repair and Maintenance with the NB, Neighborhood Business District (420 Buchanan Street).

(B) Ord. #303H – 1<sup>st</sup> Reading: An Ordinance Amending Chapter 150, Zoning Ordinance of the Municipal Code (Downtown Overlay Boundaries, Metal Siding and Industrial Building Height).

(C) Ord. #304H – 1<sup>st</sup> Reading: An Ordinance Granting a Zoning District Change from MR-8S, Multi-Family Residential-8 Small to PB, Planned Business District (1210 West Locust Street).

(D) Ord. #305H – 1<sup>st</sup> Reading: An Ordinance Approving Final Plat 2 of Landmark Logistics Subdivision.

(E) Ord. #306H – 1<sup>st</sup> Reading: An Ordinance Approving the Revised Preliminary Plat of Crosslink Business Park Subdivision.

Motions forwarded from Committee of the Whole – Building, Planning and Zoning and Public Works of July 11, 2016.

Motions – Chairman Brooks:

(A) Motion to approve the appointment of Karen Neibarger to the Ida Public Library Board.

(B) WWTP – Digester Rehab – New Cover.

(11) Adjournment:

State of Illinois SS  
Belvidere, Illinois

**Belvidere City Council  
Regular Session  
Minutes**

Date: July 5, 2016

Convened in the Belvidere City Council Chambers, 401 Whitney Blvd, Belvidere Illinois at 7 p.m.

Mayor Chamberlain presiding:

(1) Roll Call: Present: R. Brooks, G. Crawford, J. Sanders, W. Frank,  
C. Morris, T. Ratcliffe, M. Sanderson and D. Snow.  
Absent: D. Arevalo and C. Stevens.

Other staff members in attendance: Budget and Finance Director Becky Tobin,  
Public Works Director Brent Anderson, Lt. Harbison, Police Chief Noble,  
City Attorney Drella and City Clerk Arco.

(2) Pledge of Allegiance:  
Invocation: Mayor Chamberlain:

(3) Public Comment:

(4) Approval of Minutes:

(A) Approval of minutes of the regular meeting of the Belvidere City Council of  
June 20, 2016; as presented.

Motion by Ald. Snow, 2<sup>nd</sup> by Ald. Ratcliffe to approve the minutes of the regular  
meeting of the Belvidere City Council of June 20, 2016. Roll Call Vote: 8/0 in favor.  
Ayes: Brooks, Crawford, Sanders, Frank, Morris, Ratcliffe, Sanderson and Snow.  
Nays: None. Motion carried.

(5) Public Hearing: None.

(6) Special Messages and Proclamations:

(A) Alderman Sanderson requested a Stop Sign review at Caswell and 4<sup>th</sup>  
Street be put on a committee agenda.

(7) Approval of Expenditures: None.

(8) Committee Reports & Minutes of City Officers:

- (A) Belvidere Police Department Overtime Report of June 7, 2016 through June 20, 2016.
- (B) Belvidere Fire Department Overtime Report of June 7, 2016 and June 8, 2016 through June 21, 2016.
- (C) Minutes of City-County Coordinating Committee of June 8, 2016.

Let the record show these reports and minutes were read and placed on filed.

Chief Noble reported on the fireworks enforcement "You light it - We write it Campaign.

- (D) Minutes of Committee of the Whole – Public Safety and Finance and Personnel of June 27, 2016.

Motion by Ald. Crawford, 2<sup>nd</sup> by Ald. Snow to approve the minutes of Committee of the Whole – Public Safety and Finance and Personnel of June 27, 2016. Roll Call Vote: 8/0 in favor. Ayes: Sanders, Crawford, Frank, Morris, Ratcliffe, Sanderson, Snow and Brooks. Nays: None. Motion carried.

(9) Unfinished Business:

- (A) Ord. #301H – 2<sup>nd</sup> Reading: An Ordinance Revising Ordinance #246H, the 2015-2016 Budget Ordinance for the City of Belvidere, Illinois.

Motion by Ald. Crawford, 2<sup>nd</sup> by Ald. Sanders to pass Ord. #301H. Roll Call Vote: 6/2 in favor. Ayes: Crawford, Frank, Ratcliffe, Snow, Brooks and Sanders. Nays: Morris and Sanderson. Motion carried.

(10) New Business:

Motions forwarded from City-County Coordinating Committee of June 8, 2016:

- (A) Motion to approve Rock River Environmental Solutions invoice #15758886 in the amount of \$4,609.39 with a 50/50 split between the County and the City. Roll Call Vote: 8/0 in favor. Ayes: Frank, Morris, Ratcliffe, Sanderson, Snow, Brooks, Sanders and Crawford. Nay: None. Motion carried.
- (B) Motion to approve PDC Laboratories invoice #830790S in the amount of \$5,269.96 with a 50/50 split between the County and the City. Roll Call Vote: 8/0 in favor. Ayes: Morris, Ratcliffe, Sanderson, Snow, Brooks, Sanders, Crawford and Frank. Nays: None. Motion carried.

- (C) Motion to approve the study by Baxter & Woodman at a cost of \$9,950 with a 50/50 split between the County and the City. Roll Call Vote: 8/0 in favor. Ayes: Ratcliffe, Sanderson, Snow, Brooks, Sanders, Crawford, Frank and Morris. Nays: None. Motion carried.

Motions forwarded from Committee of the Whole – Public Safety and Finance and Personnel of June 27, 2016.

- (A) Motion to approve Garry's Ultimate Flooring in the amount of \$2,429.22 for replacement of carpeting for training room at Station #1. This expense will be from line item 01-5-220-6010 Building Maintenance. Roll Call Vote: 8/0 in favor. Ayes: Sanderson, Snow, Brooks, Sanders, Crawford, Frank, Morris and Ratcliffe. Nays: None. Motion carried.

(11) Adjournment:

- Motion by Ald. Snow, 2<sup>nd</sup> by Ald. Crawford to adjourn the meeting at 7:25 p.m. Aye voice vote carried. Motion carried.

\_\_\_\_\_ Mayor

Attest:

\_\_\_\_\_ City Clerk

# Belvidere Police Department

Jan W. Noble - Chief of Police

Tony Martin - Deputy Chief, Administration

Shane Woody - Deputy Chief, Operations



---

615 N. Main Street • Belvidere, IL 61008 • Phone 815-544-9626 • Fax 815-544-9603 • [www.ci.belvidere.il.us](http://www.ci.belvidere.il.us)

---

TO: Mayor Chamberlain and City Council

FROM: Chief Jan W. Noble *JWN*

DATE: June 15, 2016

RE: Letters of Recognition

On April 16, 2016 Officer Zapf and Officer Davenport observed two subjects out together, both at a local establishment and also in a vehicle together during a traffic stop later that evening. During subsequent conversations, the Officers remembered that these two individuals had a child together within the past year. They recalled that the two subjects did not have the infant child with them in the car and were concerned about the possibility that the baby may have been left home by itself that evening. Officer Zapf and Officer Davenport then conducted a welfare check and found that the baby had indeed been left home alone in an unsecured residence.

The ability of Officer Zapf and Officer Davenport to recall circumstances surrounding these two individuals, recognize possible dangers and consequences and then plan a decisive course of action ultimately provided security and safety to this child. Their perceptiveness and response to a potential dangerous situation was outstanding and are, hereby, recognized for their exemplary police work.

JWN/sd

# Belvidere Police Department

Jan W. Noble - Chief of Police

Tony Martin - Deputy Chief, Administration

Shane Woody - Deputy Chief, Operations



---

615 N. Main Street • Belvidere, IL 61008 • Phone 815-544-9626 • Fax 815-544-9603 • [www.ci.belvidere.il.us](http://www.ci.belvidere.il.us)

---

**TO: Mayor Chamberlain and City Council**

**FROM: Chief Jan W. Noble** *JWN.*

**DATE: June 16, 2016**

**RE: Life-Saving Awards**

On May 8, 2016 Officer Steve Jones, Officer David Ellingson and Officer Zachary Reese responded to a call involving a suicidal subject who was threatening to jump off of the State Street Bridge into the river. Officers arrived on scene to find the subject sitting on the rail of the bridge with his feet hanging over the edge. He was crying and stating he wanted to kill himself.

Utilizing excellent verbal skills, officers were able to convince the subject to turn around on the railing. As he began to step away from the bridge, they tactically approached him and escorted him to the curb. All officers are to be acknowledged for a job well done, working as a team to resolve a highly stressful situation and potentially save this man's life.

They are hereby presented with "Life-Saving" awards in recognition of their service.

JWN/sd

# Belvidere Police Department

Jan W. Noble - Chief of Police

Tony Martin - Deputy Chief, Administration

Shane Woody - Deputy Chief, Operations



---

615 N. Main Street • Belvidere, IL 61008 • Phone 815-544-9626 • Fax 815-544-9603 • [www.ci.belvidere.il.us](http://www.ci.belvidere.il.us)

---

TO: Mayor Chamberlain and City Council

FROM: Chief Jan W. Noble *JWN*

DATE: June 29, 2016

RE: Letters of Recognition

Over the past few months, Belvidere Police Officers and Detectives have responded to two robberies. The first occurred on April 1, 2016 at the Cash Store at 1479 N. State. Another occurred on June 13, 2016 at Alpine Bank and Trust Company at 600 S. State Street.

The Detective Division devoted many hours and conducted in-depth investigations on both of these incidents which included monitoring and sending out information on Critical Reach, coordinating the dissemination of information with other local agencies and the FBI, developing press releases and posting suspect and vehicle information on Facebook for the public to view. They worked with local companies to obtain possible video of the suspect's vehicle which provided the license plate information and enabled them to identify the possible suspect. They set up surveillance, created photo lineups, prepared criminal complaints, search warrant and arrest warrant documents. They worked with McHenry County SWAT to develop a tactical plan with negotiations that resulted in a peaceful apprehension. Interviews with the suspect then led to his arrest for two counts of robbery and theft.

I would like at this time to recognize and thank the members of the Detective Division for their dedication and diligence: Sergeant Matthew Wallace, Detective Daniel Smaha, Detective David Bird, Detective Thomas Delavan and Detective Robert Kozlowski.

Their hard work and commitment brings honor to the Belvidere Police Department and, more importantly, provides a great service to our community by relieving fears and concerns in knowing that this offender is not free to commit additional crimes.

JWN/sd



Bills Payable Summary  
July 18, 2016

General Fund: \$ 1,741,429.83

Special Funds:

Farmington Ponds \$ 2,337.20

Captial \$ 299,446.37

Water & Sewer: \$ 340,929.31

Total of Funds: \$ 2,384,142.71



# City of Belvidere

## Building Department Revenues

June 2016



Total Permits Issued	100	
Total Value of Construction		\$1,714,677.00
Building Fees	98	\$14,480.00
Electric Permit Fees	14	\$1,002.50
Plumbing Permit Fees	7	\$812.50
HVAC Permit Fees	6	\$745.00
Insulation Permit Fees	4	\$110.00
Plan Review Fees	1	\$31.00
Zoning Review Fees	44	\$552.50
Pool Permit Fees	0	\$0.00
Sign Permit Fees	9	\$505.00
Fence Permit Fees	16	\$240.00
SW, DW, & GR Fees	2	\$170.00
Total Permit Income		\$18,648.50
Enterprise Zone Discount	7	\$2,657.50
Total Permit Fees	100	\$21,306.00
<b>Break Down of Commercial vs. Residential Income</b>		
Commercial / Industrial Income	28	\$5,481.50
Residential Income	72	\$13,167.00
<b>Value</b>		
Multi Family	0	\$0.00
Single Family Residence	1	\$178,400.00
Commercial / Industrial	28	\$868,589.00
Other Residential	72	\$846,088.00

# City of Belvidere Building Department - Deposit Report June, 2016

Date	Building Fee	Electric Fee	Plumbing Fee	HVAC Fee	Ins. Fee	Review Fee	Zoning Rev. Fee	Pool Fee	Sign Fee	Fence Fee	SW & DW Fee	Amount Paid	EZ Discount	Total Fee	Retinspect Fee	Code Enf.	Electric Cert	Total Deposit
06/01/2016	\$130.00	\$55.00					\$20.00			\$15.00		\$220.00		\$220.00			\$50.00	\$270.00
06/02/2016	\$440.00						\$70.00		\$175.00	\$15.00		\$700.00	\$185.00	\$885.00				\$700.00
06/03/2016	\$345.00		\$65.00				\$10.00					\$420.00		\$420.00				\$420.00
06/06/2016	\$25.00						\$25.00		\$60.00			\$110.00		\$110.00				\$110.00
06/08/2016	\$3,300.00						\$85.00			\$60.00		\$3,530.00		\$3,530.00				\$3,530.00
06/09/2016	\$380.00	\$20.00	\$65.00				\$10.00			\$15.00		\$490.00		\$490.00				\$490.00
06/10/2016	\$560.00						\$20.00			\$15.00		\$560.00		\$560.00				\$560.00
06/13/2016	\$512.50	\$30.00					\$20.00			\$15.00		\$577.50	\$147.50	\$725.00			\$50.00	\$577.50
06/14/2016	\$230.00						\$230.00					\$730.00		\$730.00				\$730.00
06/15/2016	\$695.00						\$35.00		\$60.00	\$15.00		\$730.00		\$730.00				\$730.00
06/16/2016	\$280.00						\$45.00		\$60.00			\$395.00		\$395.00				\$395.00
06/17/2016	\$180.00	\$45.00					\$10.00					\$330.00		\$330.00			\$100.00	\$430.00
06/20/2016	\$1,172.50	\$186.50	\$357.50	\$68.00	\$30.00		\$32.50			\$15.00		\$1,824.50	\$382.50	\$2,207.00				\$1,924.50
06/21/2016	\$1,227.50	\$191.00	\$260.00	\$158.00	\$60.00	\$31.00	\$20.00		\$30.00	\$15.00		\$2,090.00	\$55.00	\$2,145.00				\$2,090.00
06/22/2016	\$650.00						\$30.00			\$15.00		\$685.00		\$685.00				\$685.00
06/24/2016	\$2,247.50	\$295.00		\$65.00			\$30.00			\$15.00		\$2,652.50	\$1,887.50	\$4,540.00		\$400.00		\$3,052.50
06/27/2016	\$265.00	\$35.00	\$65.00				\$35.00		\$60.00	\$15.00		\$475.00		\$475.00				\$475.00
06/28/2016	\$940.00	\$70.00					\$30.00			\$15.00		\$1,055.00		\$1,055.00				\$1,055.00
06/29/2016	\$655.00	\$25.00					\$45.00		\$60.00	\$30.00		\$815.00		\$815.00				\$815.00
06/30/2016	\$245.00	\$50.00		\$454.00			\$10.00					\$759.00		\$759.00			\$50.00	\$809.00
<b>SUM:</b>	<b>\$14,480.00</b>	<b>\$1,002.50</b>	<b>\$812.50</b>	<b>\$745.00</b>	<b>\$110.00</b>	<b>\$31.00</b>	<b>\$552.50</b>	<b>\$0.00</b>	<b>\$505.00</b>	<b>\$240.00</b>	<b>\$170.00</b>	<b>\$18,648.50</b>	<b>\$2,657.50</b>	<b>\$21,306.00</b>	<b>\$0.00</b>	<b>\$700.00</b>	<b>\$150.00</b>	<b>\$19,498.50</b>

\* NOTE: Fees do Not Reflect EZ discount, Only Amount Paid.

**Total Income \$19,498.50**

# BELVIDERE

## Community Development Department Planning Department

401 Whitney Boulevard, Suite 300, Belvidere, Illinois, 61008 (815) 547-7177 FAX (815) 547-0789

### June 2016 Monthly Report

Number	Project	Description	Processed
	<b>Belvidere Projects</b>		
6	Cases: July	Brown, SU, 422 Buchanan Street	05/16/2016
		Goslowski, VAR, 902 Prospect Street	06/03/2016
		City of Belvidere, TA	06/08/2016
		Thomas, MA, 1210 W. Locust Street	06/13/2016
		Ericson, FP, Landmark Logistics	06/14/2016
		Sjostrom, PP, Crosslink Business Park	06/14/2016
0	Cases: August		
0	Annexation	None	
0	Temporary Uses	None	
1	Site Plans (New/Revised)	775 Logistics Drive	06/28/2016
1	Final Inspection	1800 Maple Avenue (Sheffield Meadows)	06/02/2016
1	Downtown Overlay Review	314 S. State Street, Boone County Historical Museum	06/10/2016
	<b>Belvidere Historic Preservation Commission</b>	Staff completed the CLGBG annual report. The Commission reviewed a Certificate of Appropriateness for demolition of a residence. Part of the Commission met with a local family regarding a potential property maintenance program.	
	<b>Heritage Days</b>	Staff assisted throughout the Heritage Days weekend. The Heritage Days facebook page has been updated and staff has been receiving feedback from residents and vendors	
3	<b>Prepared Zoning Verification Letters</b>	301 E. 6th Street	06/10/2016
		923 Logan Avenue	06/20/2016
		PIN: 05-36-206-047	06/20/2016
1	<b>Issued Address Letters</b>	1253 Logan Avenue	06/21/2016
	<b>Poplar Grove Projects</b>		
2	Cases: July	Home State Bank, SU, SE Corner of Menge and Harvest Way	05/06/2016
		Dal Pra, SU, 13517 IL Rte 76	06/01/2016
1	Cases: August	None	

## Planning Monthly Report Cont.

### Scanned Plats: E-mail, Print and/or Burn

0	Recorder's Office		
1	Other Department	Boone County Conservation District	06/01/2016
0	General Public		

### Planning Department Current Duties

Close out completed planning case files

Respond to all FOIA requests

Work with 911 and Fire Department/Districts to verify all addresses in the county

Assist Growth Dimensions with requested data

Meetings and phone calls with developers regarding potential development

Phone calls/walk-ins for questions regarding zoning, floodplain, development, etc.

Prepare minutes, agendas and packets for various committees, commissions, boards

Prepare deposits and purchase orders for bill payments

Continue meeting with RMAP regarding planning activities

\*\*\* Staff continues to assist the GIS Department with Lot of Record questions (county zoning).

\*\*\* The county removed their office equipment and staff was able to re-organize city files.

\*\*\* Assisting the City Clerk with the Summer Food Program held on Mondays and Wednesdays

**MONTHLY TREASURER'S REPORT**

**Activity for the month of: June 2016**

FUND	FUND #	Beginning Cash Balance	Receipts (Cash In)	Expenditures (Cash Out)	Month's Due to or Due From Activity	Ending Cash Balance	Outstanding Interfund Loans + Borrowings -	Ending Fund Balance
General	01	1,739,814.35	1,853,498.48	2,021,237.34	0.00	1,572,075.49	55,198.45	1,627,273.94
Forestry	01	(186,443.84)	7,716.00	13,745.00		(192,472.84)		(192,472.84)
Garbage	01	11,447.22	8,678.57	0.00		20,125.79		20,125.79
I M R F / Soc Sec	01	(174,684.44)	78,223.03	53,525.65		(149,987.06)		(149,987.06)
Community Dev Fund	01	(701,627.90)	23,960.50	41,802.65		(719,470.05)		(719,470.05)
Liability Insurance	01	(867,636.12)	61,694.20	0.00		(805,941.92)		(805,941.92)
Utility Tax Fund	01	10,143,397.64	145,087.53	355,899.02		9,932,586.15		9,932,586.15
<b>General Fund</b>	<b>01</b>	<b>9,965,301.61</b>	<b>2,178,858.31</b>	<b>2,486,209.66</b>	<b>0.00</b>	<b>9,656,915.56</b>	<b>55,198.45</b>	<b>9,712,114.01</b>
Motor Fuel Tax	10	900,784.26	57,967.43	0.00		958,751.69		958,751.69
T I F (Downtown)	12	0.00	0.00	0.00		0.00		0.00
Kishwaukee TIF	13	33,940.78	10,661.90	73.92		44,528.76	(55,198.45)	(10,669.69)
Belv Mall (B & I)	14	93.23	0.00	0.00		93.23		93.23
Kishwaukee 2 TIF	15	4,914.77	0.00	0.00		4,914.77		4,914.77
Sp Serv Areas #2/3	16	17,470.56	4,415.05	1,349.17		20,536.44		20,536.44
Capital Projects - general								
Utility Tax Fund	41	0.00	0.00	0.00		0.00		0.00
Public Improvement	41	1,016,644.81	7,743.42	229,853.10		794,535.13		794,535.13
Capital Fund (752)	41	196,527.60	63.18	7,313.10		189,277.68		189,277.68
State Street Bridge	41	56,117.81	0.00	0.00		56,117.81		56,117.81
<b>Capital Projects</b>	<b>41</b>	<b>1,269,290.22</b>	<b>7,806.60</b>	<b>237,166.20</b>	<b>0.00</b>	<b>1,039,930.62</b>	<b>0.00</b>	<b>1,039,930.62</b>
W/S General Admin	61	75,607.08	0.00	0.00		75,607.08		75,607.08
Water - operations	61	821,033.90	138,448.71	195,646.98	(45,587.72)	718,247.91		718,247.91
W / S - bond proceeds	61	0.00	0.00	0.00		0.00		0.00
W / S - bond payments	61	177,853.34	39,881.83	0.00		217,735.17		217,735.17
W / S - bond reserves	61	586,815.10	342.76	0.00		587,157.86		587,157.86
Sewer - operations	61	1,346,356.57	370,788.70	258,484.50	(45,587.73)	1,413,073.04		1,413,073.04
W/S Cap Imprv (Depr) 04-09	61	1,798,627.77	38,267.47	85,341.00		1,751,554.24		1,751,554.24
W/S Connection/Agr Fees 05-10	61	3,733,702.60	20,989.90	6,350.00		3,748,342.50		3,748,342.50
Sewer Plant Equip Repl 06-08	61	1,307,207.13	27,412.93	98,816.90		1,235,803.16		1,235,803.16
<b>Water / Sewer Fund</b>	<b>61</b>	<b>9,847,203.49</b>	<b>636,132.30</b>	<b>644,639.38</b>	<b>(91,175.45)</b>	<b>9,747,520.96</b>	<b>0.00</b>	<b>9,747,520.96</b>
Escrow	91	1,086,619.96	16,753.36	890.00		1,102,483.32		1,102,483.32
<b>TOTAL</b>		<b>23,125,618.88</b>	<b>2,912,594.95</b>	<b>3,370,328.33</b>	<b>(91,175.45)</b>	<b>22,575,675.35</b>	<b>0.00</b>	<b>22,575,675.35</b>

FUND	FUND #	Checking	Money Market	C D 's	Trust Acct	Ending Cash Balance	Due From + Due To - Other Funds	Ending Fund Balance
General Fund	01	2,010,328.37	119,688.08	7,526,899.11		9,656,915.56	55,198.45	9,712,114.01
Motor Fuel Tax	10	342,647.95	616,103.74			958,751.69		958,751.69
T I F (Downtown)	12	0.00	0.00			0.00		0.00
Kishwaukee TIF	13	44,528.76	0.00			44,528.76	(55,198.45)	(10,669.69)
Belv Mall (B & I)	14	93.23	0.00			93.23		93.23
Kishwaukee 2 TIF	15	4,914.77	0.00			4,914.77		4,914.77
Sp Srv Areas #2/3-Farmington	16	20,536.44	0.00			20,536.44		20,536.44
Capital Projects	41	295,907.79	744,022.83			1,039,930.62		1,039,930.62
Water / Sewer Fund	61	1,285,407.86	143,375.47	8,318,737.63		9,747,520.96		9,747,520.96
Escrow	91	96,718.18	551,534.00	454,231.14		1,102,483.32		1,102,483.32
<b>TOTAL</b>		<b>4,101,083.35</b>	<b>2,174,724.12</b>	<b>16,299,867.88</b>	<b>0.00</b>	<b>22,575,675.35</b>	<b>0.00</b>	<b>22,575,675.35</b>

Seized Vehicles		5,615.75				5,615.75		5,615.75
Drug Operations		48,135.07				48,135.07		48,135.07
State Asset Forfeiture		51,952.85				51,952.85		51,952.85
Federal Forfeiture		59,724.87				59,724.87		59,724.87
Auction		21,620.86				21,620.86		21,620.86
Metro Narcotics		13,369.52				13,369.52		13,369.52
Metro Narcotics OAF		639.00				639.00		639.00
Belvidere OAF		313.50				313.50		313.50
<b>TOTAL POLICE FUNDS as of May 2016</b>		<b>201,371.42</b>				<b>201,371.42</b>		<b>201,371.42</b>

**INCOME STATEMENT FOR THE GENERAL FUND**

		Through			06/30/16 , 2016		
Account #	Actual FY 15	Actual FY 16	Month of May	YTD Actual for FY 17	Budget FY 17	17% of budget	
<b>General Administration</b>							
RE Property Tax	01-4-110-4010	1,820,935.20	1,835,158.83	354,839.30	778,747.52	1,840,576	42%
Hotel / Motel Tax	01-4-110-4011	3,774.16	2,797.94	220.09	449.65	3,836	12%
Auto Rental Tax	01-4-110-4012	7,071.02	6,255.78	447.72	957.43	6,000	16%
Muni Infrastructure Maint	01-4-110-4013	169,623.09	172,424.44	12,979.83	26,556.68	177,600	15%
State Income Tax	01-4-110-4100	2,484,441.48	2,731,919.66	596,570.30	756,583.98	2,609,670	29%
Muni Sales Tax	01-4-110-4110	3,266,150.10	3,195,462.66	277,548.82	513,200.36	3,219,242	16%
Sales Tax to Developer	01-4-110-4111	0.00	0.00	0.00	0.00	0	0%
Local Use Tax	01-4-110-4112	492,690.99	588,795.81	51,671.98	95,645.27	601,247	16%
Replacement Tax	01-4-110-4120	501,471.16	507,162.14	472.77	80,641.21	468,082	17%
Repl Tax Dist to Pensions	01-4-110-4121	(255,962.00)	(256,794.00)	0.00	0.00	(264,958)	0%
State Grants	01-4-110-4150	0.00	0.00	0.00	0.00	0	0%
Grants (NDevelopment)	01-4-110-4151	0.00	0.00	0.00	0.00	0	0%
Business License	01-4-110-4200	17,193.00	18,088.00	1,750.00	10,580.00	16,791	63%
Liquor License & Fines	01-4-110-4210	122,000.00	115,175.00	0.00	77,200.00	102,450	75%
Amusement Machine	01-4-110-4230	8,540.00	7,600.00	1,400.00	6,100.00	9,000	68%
Court Fines	01-4-110-4400	480,921.09	382,451.10	23,136.44	55,014.55	375,000	15%
Parking Fines	01-4-110-4410	5,822.00	6,028.00	314.00	564.00	7,764	7%
Seized Vehicle Fee	01-4-110-4420	108,000.00	73,830.00	7,200.00	11,400.00	87,000	13%
Engr Fees-Subdivision	01-4-110-4430	827.07	0.00	0.00	0.00	20,000	0%
Video Gambling	01-4-110-4440	108,364.35	184,057.62	0.00	21,504.78	180,000	12%
Franchise Fees	01-4-110-4450	254,160.47	264,885.46	0.00	72,065.68	261,613	28%
Comcast Fees	01-4-110-4455	0.00	4,842.60	0.00	0.00	0	0%
Death/Birth Certificates	01-4-110-4460	16,902.00	18,225.00	1,752.00	3,172.00	17,470	18%
Accident/Fire Reports	01-4-110-4470	5,854.00	4,850.00	318.85	858.85	5,147	17%
Annexation/Plat Fees	01-4-110-4471	0.00	0.00	0.00	0.00	20,000	0%
Tipping Fees	01-4-110-4472	179,023.27	97,755.58	7,271.91	12,117.59	100,000	12%
Interest Income	01-4-110-4600	25,220.42	20,553.91	197.12	197.12	28,000	1%
Misc Revenues	01-4-110-4900	34,354.65	25,101.27	1,025.00	3,383.48	35,600	10%
Heritage Days	01-4-110-4901	14,700.00	47,733.11	32,251.00	35,941.00	0	0%
Historic Pres. Fund Raising	01-4-110-4902	1,805.00	2,223.39	0.00	40.00	0	0%
Historic Pres. Grant Reimb.	01-4-110-4903	7,000.00	0.00	0.00	0.00	0	0%
Operating Transfer in	01-4-110-9998	0.00	133,704.88	0.00	0.00	1,900,000	0%
<b>Total General Administration Revenues</b>		<b>9,880,882.52</b>	<b>10,190,288.18</b>	<b>1,371,367.13</b>	<b>2,562,921.15</b>	<b>11,827,130</b>	<b>22%</b>
Telecome Tax Rebate	01-5-110-4013	10,783.45	0.00	0.00	0.00	0	0%
Salaries - Elected Officials	01-5-110-5000	207,327.52	207,623.48	21,679.94	38,106.30	207,623	18%
Salaries - Regular - FT	01-5-110-5010	200,843.88	215,618.59	31,464.99	51,751.06	225,850	23%
Group Health Insurance	01-5-110-5130	390,512.63	426,535.23	42,429.16	78,199.63	454,289	17%
Health Ins Claims Pd (Dental)	01-5-110-5131	26,958.24	33,617.08	657.12	1,150.24	40,000	3%
Group Life Insurance	01-5-110-5132	1,317.54	1,331.10	110.70	217.35	1,357	16%
Health Insurance Reimb.	01-4-110-4540	(143,249.75)	(155,658.46)	(10,787.85)	(22,517.30)	(146,356)	15%
Unemployment Compensation	01-5-110-5136	0.00	0.00	0.00	0.00	0	0%
Meeting & Conferences	01-5-110-5154	8,647.12	11,726.84	652.87	1,027.87	15,465	7%
Subscriptions/Ed Materials	01-5-110-5156	1,029.22	618.90	(12.15)	(12.15)	600	-2%
<b>Gen Admin Personnel &amp; Benefit Expenses</b>		<b>704,169.85</b>	<b>741,412.76</b>	<b>86,194.78</b>	<b>147,923.00</b>	<b>798,828</b>	<b>19%</b>
Repairs/Maint - Bldgs	01-5-110-6010	25,385.78	19,689.75	3,910.29	4,167.24	48,200	9%
Repairs/Maint - Equip	01-5-110-6020	0.00	2,248.91	255.10	530.34	5,000	11%
Legal	01-5-110-6110	6,542.26	5,623.50	829.20	1,462.82	12,900	11%
Other Professional Services	01-5-110-6190	2,812.50	14,667.50	0.00	0.00	2,000	0%
Grant Expenses (NDev)	01-5-110-6191	0.00	0.00	0.00	0.00	0	0%
Telephone	01-5-110-6200	47,564.07	20,965.86	1,837.73	2,063.66	13,840	15%
Codification	01-5-110-6225	0.00	950.00	0.00	0.00	6,000	0%
Other Communications	01-5-110-6290	6,504.07	3,101.47	196.01	196.01	4,760	4%
<b>Gen Admin Contractual Expenses</b>		<b>88,808.68</b>	<b>67,246.99</b>	<b>7,028.33</b>	<b>8,420.07</b>	<b>92,700</b>	<b>9%</b>

General Administration (cont)	Account #	Actual FY 15	Actual FY 15	Month of May	YTD Actual for FY 17	Budget FY 17	17% of budget
Office Supplies	01-5-110-7020	50,098.61	46,927.04	2,845.34	3,543.30	62,900	6%
Other Supplies	01-5-110-7800	6,608.20	6,061.61	496.64	496.64	7,350	7%
Gen Admin Supplies Expenses		56,706.81	52,988.65	3,341.98	4,039.94	70,250	6%
Miscellaneous Expense	01-5-110-7900	53,949.56	102,348.35	12,344.08	14,830.08	78,960	19%
Reimb of Seized Vehicle Fee	01-5-110-7901	2,100.00	600.00	0.00	0.00	0	0%
Heritage Days	01-5-110-7902	0.00	1,871.84	40,108.71	40,149.12	0	0%
Comcast Charges	01-5-110-7903	0.00	0.00	0.00	0.00	0	0%
Historic Preservation	01-5-110-7904	0.00	0.00	0.00	0.00	0	0%
Operating Transfers Out	01-5-110-9999	944,882.36	697,252.05	0.00	0.00	537,021	0%
Total General Administration Expenses		1,850,617.26	1,663,720.64	149,017.88	215,362.21	1,577,759	14%
<b>NET GENERAL ADMINISTRATION</b>		<b>8,030,265.26</b>	<b>8,526,567.54</b>	<b>1,222,349.25</b>	<b>2,347,558.94</b>	<b>10,249,371</b>	<b>23%</b>
<b>General Fund - Audit Department</b>							
RE Taxes - Audit	01-4-130-4010	19,995.24	20,137.56	3,861.19	8,473.97	20,000	42%
Accounting & Auditing	01-5-130-6100	29,100.00	33,700.00	0.00	0.00	33,000	0%
<b>NET - AUDIT DEPARTMENT</b>		<b>(9,104.76)</b>	<b>(13,562.44)</b>	<b>3,861.19</b>	<b>8,473.97</b>	<b>(13,000)</b>	<b>-65%</b>
<b>General Fund - IMRF Department</b>							
RE Taxes - IMRF	01-4-140-4010	74,931.79	72,124.51	13,881.67	30,465.39	72,000	42%
Replacement Tax	01-4-140-4120	89,393.00	89,393.00	0.00	0.00	92,535	0%
Interest Income	01-4-140-4600	133.54	92.15	0.00	0.00	0	#DIV/0!
Expense Reimbursement	01-4-140-4940	19,981.22	19,945.38	3,173.10	5,266.18	20,543	26%
Total IMRF Revenues		184,439.55	181,555.04	17,054.77	35,731.57	185,078	19%
IMRF Premium Expense	01-5-140-5120	205,881.76	334,796.57	16,103.83	32,039.77	214,926	15%
<b>NET - IMRF DEPARTMENT</b>		<b>(21,442.21)</b>	<b>(153,241.53)</b>	<b>950.94</b>	<b>3,691.80</b>	<b>(29,848)</b>	<b>-12%</b>
<b>General Fund - Social Security Department</b>							
RE Taxes - FICA/Med	01-4-150-4010	219,792.00	225,393.78	43,380.92	95,205.86	225,000	42%
Expense Reimbursement	01-4-150-4940	122,084.54	120,464.06	14,413.69	24,961.36	132,152	19%
Library Expense Reimb.	01-4-150-4941	27,756.21	27,135.85	3,373.65	5,526.29	30,600	18%
Total Soc Security Revenues		369,632.75	372,993.69	61,168.26	125,693.51	387,752	32%
FICA Expense	01-5-150-5110	191,965.08	191,737.85	22,631.05	38,427.53	209,693	18%
Medicare Expense	01-5-150-5112	120,502.54	122,987.98	14,790.77	26,292.49	137,489	19%
Total Soc Security Expenses		312,467.62	314,725.83	37,421.82	64,720.02	347,182	19%
<b>NET - SOCIAL SECURITY DEPT</b>		<b>57,165.13</b>	<b>58,267.86</b>	<b>23,746.44</b>	<b>60,973.49</b>	<b>40,570</b>	<b>50%</b>
<b>General Fund - Liability Insurance Dept</b>							
RE Taxes - Ins Liability	01-4-160-4010	304,694.00	330,547.29	61,694.20	135,397.09	320,000	42%
Expense Reimbursement	01-4-160-4940	248,508.24	0.00	0.00	0.00	-	0%
Total Liability Insurance Revenues		553,202.24	330,547.29	61,694.20	135,397.09	320,000	42%
Insurance Premium	01-5-160-6800	665,729.64	462,848.97	0.00	0.00	489,860	0%
<b>NET - LIABILITY INSURANCE DEPT</b>		<b>(112,527.40)</b>	<b>(132,301.68)</b>	<b>61,694.20</b>	<b>135,397.09</b>	<b>(169,860)</b>	<b>-80%</b>



<b>Police Department</b>	<b>Account #</b>	<b>Actual FY 15</b>	<b>Actual FY 16</b>	<b>Month of May</b>	<b>YTD Actual for FY 17</b>	<b>Budget FY 17</b>	<b>17% of budget</b>
RE Property Tax	01-4-210-4010	967,835.13	1,035,516.67	201,437.85	442,085.31	1,044,856	42%
Grants	01-4-210-4150	63,298.03	41,230.46	0.00	0.00	49,000	0%
Miscellaneous Revenues	01-4-210-4900	271,467.03	161,351.82	4,933.15	20,386.71	237,959	9%
Expense Reimbursement	01-4-210-4940	13,393.70	6,881.59	125.40	480.90	0	0%
Sale of Assets	01-4-210-4950	0.00	0.00	0.00	6,233.33	0	0%
<b>Total Police Department Revenues</b>		<b>1,315,993.89</b>	<b>1,244,980.54</b>	<b>206,496.40</b>	<b>469,186.25</b>	<b>1,331,815</b>	<b>35%</b>
Salary - Regular - FT	01-5-210-5010	3,182,987.83	3,192,442.03	375,628.13	697,099.08	3,431,919	20%
Overtime	01-5-210-5040	351,321.20	359,986.52	63,149.59	89,392.44	429,300	21%
Police Pension	01-5-210-5122	947,865.79	1,015,436.57	433,611.34	433,611.34	1,024,856	42%
Health Insurance	01-5-210-5130	637,214.69	686,280.10	61,349.84	118,527.71	800,348	15%
Dental claims	01-5-210-5131	37,163.99	33,215.84	3,931.52	5,341.88	50,000	11%
Unemployment Compensation	01-5-210-5136	8,781.00	0.00	0.00	0.00	0	0%
Uniform Allowance	01-5-210-5140	60,189.03	61,488.37	481.03	488.98	64,886	1%
Training	01-5-210-5152	63,138.78	62,528.83	3,424.66	5,000.84	64,555	8%
<b>Police Dept Personnel &amp; Benefit Expenses</b>		<b>5,288,662.31</b>	<b>5,411,378.26</b>	<b>941,576.11</b>	<b>1,349,462.27</b>	<b>5,865,864</b>	<b>23%</b>
Repair/Maint-Equipment	01-5-210-6020	0.00	12,274.31	1,571.75	1,581.75	7,425	21%
Repair/Maint-Vehicles	01-5-210-6030	96,050.29	93,748.47	10,401.48	10,657.28	107,475	10%
Telephone/Utilities	01-5-210-6200	37,112.73	41,830.55	2,721.38	24,833.54	42,790	58%
Physical Exams	01-5-210-6810	240.00	0.00	0.00	0.00	4,270	0%
Community Policing	01-5-210-6816	7,173.79	7,635.43	112.14	162.13	7,950	2%
K 9 Program Expenses	01-5-210-6818	2,979.23	3,451.12	243.69	334.69	4,700	7%
<b>Police Department - Contractual Expenses</b>		<b>143,556.04</b>	<b>158,939.88</b>	<b>15,050.44</b>	<b>37,569.39</b>	<b>174,610</b>	<b>22%</b>
Office Supplies	01-5-210-7020	9,480.08	9,514.67	354.98	400.93	10,550	4%
Gas & Oil	01-5-210-7030	139,668.49	77,836.38	6,215.37	6,225.43	120,000	5%
Operating Supplies	01-5-210-7040	29,838.17	31,777.67	1,151.73	2,362.72	42,285	6%
Miscellaneous Expense	01-5-210-7900	33,563.40	37,199.50	1,450.96	1,478.61	40,000	4%
<b>Police Department - Supplies Expense</b>		<b>212,550.14</b>	<b>156,328.22</b>	<b>9,173.04</b>	<b>10,467.69</b>	<b>212,835</b>	<b>5%</b>
Equipment	01-5-210-8200	19,499.20	34,753.87	4,161.76	4,421.76	50,245	9%
Vehicles	01-5-210-8300	0.00	0.00	0.00	0.00	0	0%
<b>Total Police Department Expenses</b>		<b>5,664,267.69</b>	<b>5,761,400.23</b>	<b>969,961.35</b>	<b>1,401,921.11</b>	<b>6,303,554</b>	<b>22%</b>
<b>NET - POLICE DEPARTMENT</b>		<b>(4,348,274)</b>	<b>(4,516,420)</b>	<b>(763,465)</b>	<b>(932,735)</b>	<b>(4,971,739)</b>	<b>19%</b>
<b>Public Safety Building Department</b>							
Salaries - Regular - FT	01-5-215-5010	537,835.39	586,714.82	43,773.96	43,773.96	657,952	7%
Other (FICA & IMRF)	01-5-215-5079	108,750.04	116,092.05	7,677.95	7,677.95	146,263	5%
Other Contractual Services	01-5-215-6890	199,226.37	327,940.30	17,494.55	17,494.55	230,000	8%
<b>NET - PUBLIC SAFETY BLDG DEPT</b>		<b>(845,811.80)</b>	<b>(1,030,747.17)</b>	<b>(68,946.46)</b>	<b>(68,946.46)</b>	<b>(1,034,215)</b>	<b>7%</b>

<b>Fire Department</b>	<b>Account #</b>	<b>Actual FY 15</b>	<b>Actual FY 16</b>	<b>Month of May</b>	<b>YTD Actual for FY 17</b>	<b>Budget FY 17</b>	<b>17% of budget</b>
RE Property Tax	01-4-220-4010	742,381.75	739,346.46	157,492.01	345,639.63	816,892	42%
Grants	01-4-220-4150	153,198.87	63,830.62	0.00	0.00	0	#DIV/0!
Miscellaneous Revenues	01-4-220-4900	33,286.93	42,699.54	1,274.90	6,715.01	25,000	27%
Expense Reimbursement	01-4-220-4940	0.00	0.00	0.00	0.00	0	0%
<b>Total Fire Department Revenues</b>		<b>928,867.55</b>	<b>845,876.62</b>	<b>158,766.91</b>	<b>352,354.64</b>	<b>841,892</b>	<b>42%</b>
Salaries - Regular - FT	01-5-220-5010	1,908,887.44	1,951,980.82	231,474.41	424,333.83	2,047,477	21%
Overtime	01-5-220-5040	334,288.99	234,518.71	26,721.83	58,014.53	203,250	29%
Fire Pension	01-5-220-5124	722,406.25	719,275.54	337,165.66	337,165.66	796,892	42%
Health Insurance	01-5-220-5130	348,944.57	391,456.82	35,876.91	67,922.55	458,233	15%
Dental Insurance	01-5-220-5131	16,971.72	26,906.88	1,351.36	4,699.52	35,000	13%
Unemployment Compensation	01-5-220-5136	0.00	0.00	0.00	0.00	0	0%
Uniform Allowance	01-5-220-5140	38,382.54	39,236.31	2,678.81	3,404.35	35,500	10%
Training	01-5-220-5152	30,671.71	23,715.46	146.68	1,496.68	30,540	5%
<b>Fire Depart Personnel &amp; Benefits Expenses</b>		<b>3,400,553.22</b>	<b>3,387,090.54</b>	<b>635,415.66</b>	<b>897,037.12</b>	<b>3,606,892</b>	<b>25%</b>
Repair/Maint-Bldg	01-5-220-6010	44,535.15	52,026.10	985.86	1,163.58	54,050	2%
Repair/Maint-Vehicles	01-5-220-6030	70,804.05	58,526.58	871.91	934.75	54,200	2%
Telephone/Utilities	01-5-220-6200	11,634.10	14,002.41	1,008.56	1,890.26	13,060	14%
Physical Exams	01-5-220-6810	1,210.00	1,622.60	55.00	55.00	2,500	2%
Fire Prevention	01-5-220-6822	4,909.64	7,162.60	2,256.31	2,256.31	10,000	23%
<b>Fire Department - Contractual Expenses</b>		<b>133,092.94</b>	<b>133,340.29</b>	<b>5,177.64</b>	<b>6,299.90</b>	<b>133,810</b>	<b>5%</b>
Office Supplies	01-5-220-7020	11,083.17	15,179.53	624.95	902.48	16,830	5%
Gas & Oil	01-5-220-7030	21,643.12	16,206.61	1,307.17	1,307.17	20,000	7%
Operating Supplies	01-5-220-7040	15,764.27	11,539.69	1,611.75	1,611.75	6,000	27%
Miscellaneous Expense	01-5-220-7900	614.83	996.39	101.97	101.97	1,000	10%
<b>Fire Department - Supplies Expenses</b>		<b>49,105.39</b>	<b>43,922.22</b>	<b>3,645.84</b>	<b>3,923.37</b>	<b>43,830</b>	<b>9%</b>
Equipment	01-5-220-8200	58,553.11	38,869.41	1,250.69	1,250.69	50,530	2%
<b>Total Fire Department Expenses</b>		<b>3,641,304.66</b>	<b>3,603,222.46</b>	<b>645,489.83</b>	<b>908,511.08</b>	<b>3,835,062</b>	<b>24%</b>
<b>NET - FIRE DEPARTMENT</b>		<b>(2,712,437.11)</b>	<b>(2,757,345.84)</b>	<b>(486,722.92)</b>	<b>(556,156.44)</b>	<b>(2,993,170)</b>	<b>19%</b>
<b>Police &amp; Fire Commission Department</b>							
Physical Exams	01-5-225-6810	13,630.07	13,279.71	2,058.40	2,058.40	18,750	11%
Other Contractual Services	01-5-225-6890	31,395.91	16,719.71	542.50	542.50	8,835	6%
<b>NET - POLICE &amp; FIRE COMMISSION</b>		<b>(45,025.98)</b>	<b>(29,999.42)</b>	<b>(2,600.90)</b>	<b>(2,600.90)</b>	<b>(27,585)</b>	<b>9%</b>

<b>Community Development</b>	<b>Account #</b>	<b>Actual FY 15</b>	<b>Actual FY 16</b>	<b>Month of May</b>	<b>YTD Actual for FY 17</b>	<b>Budget FY 17</b>	<b>17% of budget</b>
Building Permits	01-4-230-4300	270,532.75	187,990.50	14,480.00	28,910.00	208,989	14%
Electric Permits	01-4-230-4310	16,031.50	21,574.40	1,002.50	1,989.50	21,325	9%
Electrician Certification Fees	01-4-230-4315	4,450.00	2,550.00	150.00	1,050.00	4,500	23%
Plumbing Permits	01-4-230-4320	53,532.50	9,257.50	812.50	1,820.00	14,200	13%
HVAC Permits	01-4-230-4330	4,451.00	3,627.00	745.00	1,239.00	5,310	23%
Plan Review Fees	01-4-230-4340	42,624.00	40,992.70	31.00	199.25	34,149	1%
Sidewalk/Lot Grading Fees	01-4-230-4350	1,020.00	722.50	170.00	297.50	1,575	19%
Insulation Permits	01-4-230-4360	1,323.50	1,210.00	110.00	185.00	2,050	9%
Zoning Review Fee	01-4-230-4370	2,845.00	3,347.50	552.50	967.50	3,430	28%
Code Enforcement	01-4-230-4380	4,100.00	11,500.00	800.00	1,200.00	11,400	11%
Other Permits	01-4-230-4390	4,042.50	6,247.50	745.00	1,345.00	5,690	24%
Miscellaneous Revenues	01-4-230-4900	49.55	125.00	0.00	0.00	500	0%
Expense Reimbursement	01-4-230-4940	5,016.00	5,365.54	0.00	0.00	0	0%
Planning Fees	01-4-230-4950	0.00	0.00	3,725.00	3,725.00	9,000	41%
Planning Misc.	01-4-230-4955	0.00	0.00	637.00	882.00	1,000	88%
<b>Building Department - Revenues</b>		<b>410,018.30</b>	<b>294,510.14</b>	<b>23,960.50</b>	<b>43,809.75</b>	<b>323,118</b>	<b>14%</b>
Salaries- Regular - FT	01-5-230-5010	155,661.20	161,690.40	25,778.35	41,726.47	216,459	19%
FICA	01-5-230-5079	31,226.03	12,369.32	1,972.04	3,192.07	16,559	19%
IMRF	01-5-230-5120	0.00	19,945.38	3,173.10	5,266.18	27,955	19%
Health Ins Expense	01-5-230-5130	29,760.61	43,258.40	4,714.12	9,526.34	70,269	14%
Dental Insurance	01-5-230-5131	1,852.08	2,516.80	115.96	122.32	4,000	3%
Unemployment	01-5-230-5136	0.00	0.00	0.00	0.00	0	0%
Training	01-5-230-5152	2,123.89	4,444.97	0.00	436.45	6,000	7%
<b>Building Dept Personnel &amp; Benefits Expense</b>		<b>220,623.81</b>	<b>244,225.27</b>	<b>35,753.57</b>	<b>60,269.83</b>	<b>341,242</b>	<b>18%</b>
Repair/Maint - Equip	01-5-230-6020	1,938.39	2,148.82	879.50	1,212.40	5,000	24%
Other Professional Services	01-5-230-6190	54,950.00	45,845.84	2,958.32	5,916.64	46,000	13%
Telephone	01-5-230-6200	554.16	2,442.80	217.30	217.30	3,000	7%
Postage	01-5-230-6210	613.51	778.04	205.47	661.99	1,500	44%
Printing & Publishing	01-5-230-6220	957.30	1,418.31	0.00	0.00	1,750	0%
<b>Building Department - Contractual Expenses</b>		<b>59,013.36</b>	<b>52,633.81</b>	<b>4,260.59</b>	<b>8,008.33</b>	<b>57,250</b>	<b>14%</b>
Office Supplies	01-5-230-7020	4,651.01	3,428.80	1,725.16	1,725.16	5,960	29%
Gas & Oil	01-5-230-7030	1,095.92	781.67	63.33	63.33	2,765	2%
Miscellaneous Expense	01-5-230-7900	669.82	573.70	0.00	165.00	2,000	8%
Operating Transfer Out	01-5-230-9999	0.00	0.00	0.00	0.00	0	0%
<b>Building Department - Supplies Expenses</b>		<b>6,416.75</b>	<b>4,784.17</b>	<b>1,788.49</b>	<b>1,953.49</b>	<b>10,725</b>	<b>18%</b>
<b>Total Building Department Expenses</b>		<b>286,053.92</b>	<b>301,643.25</b>	<b>41,802.65</b>	<b>70,231.65</b>	<b>409,217</b>	<b>17%</b>
<b>NET - BUILDING DEPARTMENT</b>		<b>123,964.38</b>	<b>(7,133.11)</b>	<b>(17,842.15)</b>	<b>(26,421.90)</b>	<b>(86,099)</b>	<b>31%</b>
<b>Civil Defense Department</b>							
RE Tax - Civil Defense	01-4-240-4010	7,096.10	7,016.79	1,353.79	2,971.10	7,000	42%
Miscellaneous Revenues	01-4-240-4900	0.00	0.00	0.00	0.00	200	0%
Miscellaneous Expense	01-5-240-7900	5,140.00	5,316.00	0.00	0.00	5,800	0%
<b>NET - CIVIL DEFENSE DEPARTMENT</b>		<b>1,956.10</b>	<b>1,700.79</b>	<b>1,353.79</b>	<b>2,971.10</b>	<b>1,400</b>	<b>212%</b>

Street Department	Account #	Actual FY 15	Actual FY 16	Month of May	YTD Actual for FY 17	Budget FY 17	17% of budget
RE Tax - Road & Bridge	01-4-310-4010	328,267.20	318,291.15	67,089.75	135,066.59	300,000	45%
Grants	01-4-310-4150	77,500.00	0.00	0.00	0.00	0	0%
Sidewalk/Driveway/Lot Grading	01-4-310-4350	960.00	2,040.00	660.00	900.00	1,800	50%
Miscellaneous Revenues	01-4-310-4900	3,890.88	4,457.00	984.00	984.00	0	0%
Expense Reimbursement	01-4-310-4940	31,451.50	55,491.03	500.00	5,914.99	10,000	0%
Expense Reimbursement	01-5-310-4940	97,869.75	21,482.44	1,931.55	(3,012.30)	10,000	-30%
<b>Street Department - Revenues</b>		<b>539,939.33</b>	<b>401,761.62</b>	<b>71,165.30</b>	<b>139,853.28</b>	<b>321,800</b>	<b>43%</b>
Salaries - Regular - FT	01-5-310-5010	542,623.61	560,395.75	67,021.77	111,130.70	588,550	19%
Overtime	01-5-310-5040	38,463.37	34,966.56	657.80	657.80	40,000	2%
Health Insurance	01-5-310-5130	185,332.65	200,768.14	18,093.54	36,187.08	217,123	17%
Uniform Allowance	01-5-310-5140	12,775.91	13,395.61	696.95	852.91	15,000	6%
Training	01-5-310-5152	488.90	218.80	0.00	0.00	1,500	0%
<b>Street Dept - Personnel &amp; Benefits Expenses</b>		<b>779,684.44</b>	<b>809,744.86</b>	<b>86,470.06</b>	<b>148,828.49</b>	<b>862,173</b>	<b>17%</b>
Repair/Maint - Storm Drain	01-5-310-6001	17,125.59	25,575.95	6,225.43	6,240.65	25,000	25%
Repair/Maint - St/Parking Lot	01-5-310-6002	102,842.68	85,266.60	8,772.61	9,572.61	90,500	11%
Repair/Maint - Sidewalk/Curb	01-5-310-6003	69,111.45	59,126.55	(60.00)	(293.75)	50,000	-1%
Repair/Maint - Building	01-5-310-6010	12,824.46	21,553.74	545.09	751.62	15,000	5%
Repair/Maint - Equipment	01-5-310-6020	133,041.23	117,438.34	12,611.02	14,860.68	130,000	11%
Repair/Maint - Traffic Signal	01-5-310-6024	36,832.44	25,204.17	14,626.43	14,626.43	43,000	34%
Telephone/Utilities	01-5-310-6200	5,809.05	5,882.78	691.56	691.56	6,000	12%
Leaf Clean-up/Removal	01-5-310-6826	550.80	14,871.55	0.00	0.00	15,000	0%
<b>Street Department - Contractual Expenses</b>		<b>378,137.70</b>	<b>354,919.68</b>	<b>43,412.14</b>	<b>46,449.80</b>	<b>374,500</b>	<b>12%</b>
Maintenance Supplies	01-5-310-7010	0.00	0.00	0.00	0.00	0	0%
Office Supplies	01-5-310-7020	3,068.04	3,480.02	183.49	260.74	6,600	4%
Gas & Oil	01-5-310-7030	77,964.08	56,987.58	4,202.92	4,202.92	85,000	5%
Operating Supplies	01-5-310-7040	18,417.23	28,232.27	2,676.07	3,310.92	20,000	17%
Miscellaneous Expense	01-5-310-7900	100,776.45	15,946.29	40.00	40.00	0	#DIV/0!
<b>Street Department - Supplies Expenses</b>		<b>200,225.80</b>	<b>104,646.16</b>	<b>7,102.48</b>	<b>7,814.58</b>	<b>111,600</b>	<b>7%</b>
Equipment	01-5-310-8200	0.00	40,200.50	0.00	0.00	0	0%
<b>Total Street Department Expenses</b>		<b>1,358,047.94</b>	<b>1,309,511.20</b>	<b>136,984.68</b>	<b>203,092.87</b>	<b>1,348,273</b>	<b>15%</b>
<b>NET - STREET DEPARTMENT</b>		<b>(818,108.61)</b>	<b>(907,749.58)</b>	<b>(65,819.38)</b>	<b>(63,239.59)</b>	<b>(1,026,473)</b>	<b>6%</b>
<b>Street Lighting</b>							
RE Tax - Street Lighting	01-4-330-4010	209,794.40	210,358.51	40,487.76	88,856.41	210,000	42%
Expense Reimbursement	01-5-330-4940	0.00	0.00	0.00	0.00	0	0%
Repair/ Maint - Street Light	01-5-330-6022	40,782.24	40,372.55	4,847.86	4,847.86	20,000	24%
Street Lighting - electricity	01-5-330-6310	253,788.95	289,863.60	41,598.64	41,657.32	330,000	13%
<b>NET - STREET LIGHTING</b>		<b>(84,776.79)</b>	<b>(119,877.64)</b>	<b>(5,958.74)</b>	<b>42,351.23</b>	<b>(140,000)</b>	<b>-30%</b>

Garbage Department	Account #	Actual FY 15	Actual FY 16	Month of May	YTD Actual for FY 17	Budget FY 17	17% of budget
RE Tax - Refuse/Landfill	01-4-335-4010	61,945.89	65,107.74	8,678.57	19,046.40	45,000	42%
Miscellaneous Revenue	01-4-335-4900	0.00	0.00	0.00	0.00	0	0%
Miscellaneous Expenses	01-5-335-7900	77,931.87	69,411.65	0.00	0.00	51,000	0%
<b>NET - GARBAGE DEPARTMENT</b>		<b>(15,985.98)</b>	<b>(4,303.91)</b>	<b>8,678.57</b>	<b>19,046.40</b>	<b>(6,000)</b>	<b>-317%</b>
<b>Forestry Department</b>							
RE Tax - Forestry	01-4-340-4010	39,963.03	40,073.87	7,716.00	16,933.91	40,000	42%
Other Fees	01-4-340-4490	0.00	0.00	0.00	0.00	0	0%
Miscellaneous	01-4-340-4900	0.00	0.00	0.00	0.00	0	0%
Forestry Department Revenues		39,963.03	40,073.87	7,716.00	16,933.91	40,000	42%
Repair/ Maint - Other	01-5-340-6090	0.00	0.00	0.00	0.00	0	0%
Tree Removal or Purchase	01-5-340-6850	88,381.00	135,380.00	13,745.00	24,727.00	100,000	25%
Miscellaneous Expense	01-5-340-7900	0.00	0.00	0.00	0.00	1,000	0%
Forestry Department Expensess		88,381.00	135,380.00	13,745.00	24,727.00	101,000	24%
<b>NET - FORESTRY DEPARTMENT</b>		<b>(48,417.97)</b>	<b>(95,306.13)</b>	<b>(6,029.00)</b>	<b>(7,793.09)</b>	<b>(61,000)</b>	<b>0%</b>
<b>Engineering Department</b>							
Engineering	01-5-360-6140	11,373.50	19,061.00	0.00	0.00	27,000	0%
Subdivision Expense	01-5-360-6824	3,409.25	3,196.75	0.00	0.00	10,000	0%
Office Supplies	01-5-360-7020	4,999.96	5,391.40	820.96	838.95	8,900	9%
Gas & Oil	01-5-360-7030	0.00	0.00	0.00	0.00	-	0%
<b>NET - ENGINEERING DEPARTMENT</b>		<b>(19,782.71)</b>	<b>(27,649.15)</b>	<b>(820.96)</b>	<b>(838.95)</b>	<b>(45,900)</b>	<b>2%</b>
<b>Health / Social Services</b>							
Council on Aging	01-5-410-6830	23,000.00	23,000.00	0.00	0.00	33,000	0%
Demolition / Nuisance	01-5-410-6832	1,075.51	0.00	0.00	0.00	5,000	0%
<b>NET - HEALTH / SOCIAL SERVICES</b>		<b>(24,075.51)</b>	<b>(23,000.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>(38,000)</b>	<b>0%</b>
<b>Economic Development</b>							
Consulting	01-5-610-6120	0.00	0.00	0.00	0.00	0	0%
Planning Dept Services	01-5-610-6150	89,714.89	87,147.18	0.00	0.00	55,500	0%
Economic / Business	01-5-610-6840	73,000.00	73,000.00	0.00	55,000.00	73,000	75%
Tourism	01-5-610-6842	3,000.00	2,000.00	0.00	0.00	5,000	0%
Historic Preservation	01-5-610-6844	8,029.85	4,492.89	968.78	1,570.83	12,800	12%
<b>NET - ECONOMIC DEVELOPMENT</b>		<b>(173,744.74)</b>	<b>(166,640.07)</b>	<b>(968.78)</b>	<b>(56,570.83)</b>	<b>(146,300)</b>	<b>39%</b>
<b>Ag Tech Initiatives Dept</b>							
Federal Grants	01-4-620-4160	0.00	0.00	0.00	0.00	0	0%
Other Contractual Services	01-5-620-6890	0.00	0.00	0.00	0.00	0	0%
<b>NET - AG TECH INITIATIVES DEPT</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>	<b>0%</b>
<b>Utility Tax Dept.</b>							
Utility Tax - Electric	01-4-751-4131	1,502,788.64	1,450,229.36	104,567.77	210,023.88	1,486,787	14%
Utility Tax - Gas	01-4-751-4132	434,307.18	279,364.59	14,560.11	42,128.67	342,321	12%
Utility Tax - Telephone	01-4-751-4133	334,566.18	341,413.44	25,959.65	53,113.34	349,535	15%
Expense Reimbursement	01-4-751-4940	0.00	7,500.00	0.00	0.00	0	0%
PW Salaries	01-5-751-5010	0.00	0.00	0.00	0.00	0	0%
Columbia Ave.	01-5-751-8040	0.00	450,000.00	0.00	0.00	450,000	0%
Bel-Bo Mobile Home Park	01-5-751-8046	0.00	0.00	0.00	0.00	0	0%
Downtown Streetscape	01-5-751-8052	5,060.00	32,666.25	344,599.02	344,599.02	700,000	49%
Downtown Pavement Project	01-5-751-8054	0.00	0.00	11,300.00	11,300.00	500,000	0%
		2,266,602.00	1,595,841.14	(210,811.49)	(50,633.13)	528,643	-10%
<b>TOTAL GENERAL FUND REVENUES</b>		<b>16,805,259.77</b>	<b>16,283,714.98</b>	<b>2,178,858.31</b>	<b>4,306,494.92</b>	<b>18,039,428</b>	<b>24%</b>
<b>TOTAL GENERAL FUND EXPENSES</b>		<b>15,592,995.29</b>	<b>16,086,615.01</b>	<b>2,486,209.66</b>	<b>3,451,967.05</b>	<b>18,008,633</b>	<b>19%</b>
<b>NET REV OVER (UNDER) EXP</b>		<b>1,212,264.48</b>	<b>197,099.97</b>	<b>(307,351.35)</b>	<b>854,527.87</b>	<b>30,795</b>	

**CASH FLOW STATEMENT FOR WATER / SEWER FUND**

**Water / Sewer General Administration**

Line Item	Account #	Actual FY 15	Actual FY 16	Month of May	Actual FY 17	Budget FY 17	16.67% used
<b>Beginning Cash &amp; Investments</b>		72,924	75,456		75,607.08	75,456	
Interest Income-sweep acct	61-4-110-4600	0	0	0	0.00	0	
Miscellaneous Revenues	61-4-110-4900	2,532	150	0.00	0.00	0	
Operating Transfer Out	61-5-110-9999	0		0.00	0.00	0	
<b>Ending Cash</b>		75,456	75,606	1.08	75,607.08	75,456	

**Water Department**

Line Item	Account #	Actual FY 15	Actual FY 15	Month of May	Actual FY 17	Budget FY 17	16.67% used
<b>Beginning Cash &amp; Investments</b>		989,241	1,080,018		697,161.57	604,959	
Water Consumption	61-4-810-4500	2,257,557	2,213,451	135,249.16	328,341.91	2,287,373	14%
Dep on Agr - Westhill	61-4-810-4521	13,558	8,095	1,828.55	1,828.55	0	0%
Meters Sold	61-4-810-4530	92,723	90,456	767.00	1,292.00	91,000	1%
Other Services	61-4-810-4590	8,202	5,967	604.00	904.50	10,000	9%
Miscellaneous Revenues	61-4-810-4900	164	0	0.00	0.00	0	0%
Expense Reimbursement	61-4-810-4940	11,804	24,361	0.00	738.31	0	0%
Operating Transfers-In	61-4-810-9998	0	0	0.00	0.00	-	#DIV/0!
<b>Total Water Department Revenues</b>		2,384,008	2,342,330	138,448.71	333,105.27	2,388,373	14%
Salaries - Regular - FT	61-5-810-5010	518,051	528,948	61,985.88	107,059.73	571,634	19%
Overtime	61-5-810-5040	33,212	26,707	1,915.84	2,513.04	38,000	7%
FICA Water	61-5-810-5079	0	50,382	5,976.79	10,387.17	44,567	23%
IMRF	61-5-810-5120	132,539	77,466	5,924.11	12,583.00	84,952	15%
Group Health Insurance	61-5-810-5130	180,142	192,305	17,725.14	35,450.28	207,334	17%
Uniform Allowance	61-5-810-5140	10,286	7,846	592.17	1,416.67	14,100	10%
Rep& Maint-Infrastructure	61-5-810-6000	69,706	72,790	5,362.05	6,373.09	63,900	10%
Rep& Maint - Buildings	61-5-810-6010	14,626	18,336	57.89	112.89	24,500	0%
Rep& Maint - Equipment	61-5-810-6020	28,846	65,019	2,965.16	3,001.61	8,000	38%
Rep& Maint - Vehicles	61-5-810-6030	26,155	21,012	995.06	1,143.90	20,000	6%
Rep& Maint - Contractual	61-5-810-6040	68,375	87,322	8,654.52	9,449.52	85,000	11%
Other Professional Serv	61-5-810-6190	1,477	3,399	0.00	0.00	11,000	0%
Telephone	61-5-810-6200	6,758	9,548	1,025.03	1,025.03	9,500	11%
Postage	61-5-810-6210	16,073	15,322	2,112.35	3,224.57	19,000	17%
Utilities	61-5-810-6300	261,938	217,295	15,394.04	19,925.76	300,000	7%
Office Equip Rental/Maint	61-5-810-6410	13,745	36,524	477.07	2,257.49	31,000	7%
Liability Insurance	61-5-810-6800	105,070	108,510	0.00	0.00	122,000	0%
Lab Expense	61-5-810-6812	26,966	25,494	3,977.86	4,406.86	33,200	13%
Office Supplies	61-5-810-7020	8,629	8,097	563.06	563.06	9,400	6%
Gas & Oil	61-5-810-7030	23,099	18,594	1,188.60	1,188.60	23,000	5%
Operating Supplies	61-5-810-7040	51,273	64,854	12,643.03	12,818.67	63,000	20%
Chemicals	61-5-810-7050	89,263	89,978	9,645.72	9,645.72	105,000	9%
Meters	61-5-810-7060	129,909	51,632	4,840.00	4,840.00	25,000	19%
Bad Debt Expense	61-5-810-7850	3,804	2,055	640.89	640.89	2,000	32%
Miscellaneous Expense	61-5-810-7900	6,961	12,321	(6,248.95)	(6,248.95)	8,750	-71%
Equipment	61-5-810-8200	2,485	0	0.00	0.00	0	0%
Transfer Out	61-5-810-9999	0	500,000	0.00	0.00	0	0%
Depreciation Set Aside		288,061	296,703	25,467.00	50,934.00	305,604	17%
Bond Pmt Set Aside		183,175	120,000	11,766.67	23,533.34	141,200	17%
<b>Total Water Department Expenses</b>		2,300,624	2,728,460	195,646.98	318,245.94	2,370,642	13%
<b>NET WATER DEPARTMENT</b>		83,384	(386,130)	(57,198.27)	14,859.33	17,731	
Change in Accounts Receivable (YTD)		7,393	3,276		6,227.01		
<b>Ending Cash &amp; Investments</b>		1,080,018	697,162		718,247.91	622,690	

CASH FLOW STATEMENT FOR WATER / SEWER FUND

Sewer Department

Line Item	Account #	Actual FY 15	Actual FY 16	Month of May	Actual FY 17	Budget FY 17	16.67% used
<b>Beginning Cash &amp; Investments</b>		531,620	1,055,724		1,284,737.39	1,171,172	
Interest Income							
Sewer Consumption	61-4-820-4500	3,428,139	3,488,838	352,978.05	548,503.28	3,269,987	17%
Dep on Agr - Westhills	61-4-820-4521	7,193	4,691	984.61	984.61	0	0%
Meters Sold	61-4-820-4530	91,417	85,694	767.00	1,292.00	91,000	1%
Other Services	61-4-820-4590	55,958	54,634	15,879.68	17,879.54	14,200	126%
Miscellaneous Revenues	61-4-820-4900	68,904	2,822	179.36	194.29	0	0%
Expense Reimbursement	61-4-820-4940	24,585	17,492	0.00	0.00	0	0%
Operating Transfers-In	61-4-820-9998	0	0	0.00	0.00	500,000	0%
<b>Total Sewer Department Revenues</b>		3,676,196	3,654,171	370,788.70	568,853.72	3,875,187	15%
Salaries - Regular - FT							
Overtime	61-5-820-5040	52,761	54,776	4,261.87	6,351.58	55,000	12%
FICA WWTP	61-5-820-5079	0	39,892	4,460.48	7,931.83	46,894	17%
IMRF	61-5-820-5120	130,567	84,237	5,957.41	13,203.67	89,461	15%
Group Health Insurance	61-5-820-5130	196,517	193,555	17,172.54	34,345.08	211,439	16%
Dental Claims	61-5-820-5131	114	0	0.00	0.00	0	0%
Uniform Allowance	61-5-820-5140	14,850	18,081	1,276.53	2,026.53	15,500	13%
Travel	61-5-820-5151	2,554	170	0.00	0.00	0	0%
Rep & Maint - Lift Stations	61-5-820-6005	55,535	21,011	3,937.95	3,937.95	16,500	24%
Rep & Maint - Buildings	61-5-820-6010	129,493	46,681	93.00	148.00	103,000	0%
Rep & Maint - Equipment	61-5-820-6020	6,315	87,630	3,894.57	3,894.57	0	0%
Rep & Maint - Vehicles	61-5-820-6030	26,587	21,955	42.80	489.39	23,000	2%
Rep & Maint - Contractual	61-5-820-6040	1,152	4,756	2,078.23	2,078.23	0	0%
Other Professional Serv	61-5-820-6190	38,344	58,304	1,406.50	1,406.50	73,500	2%
Telephone	61-5-820-6200	19,452	10,336	1,720.22	1,821.75	13,500	13%
Postage	61-5-820-6210	16,072	15,314	2,064.13	3,176.35	15,000	21%
Utilities	61-5-820-6300	249,646	227,659	16,614.18	16,751.94	248,000	7%
Office Equip Rental/Maint	61-5-820-6410	5,464	2,576	264.29	726.81	6,800	11%
Liability Insurance	61-5-820-6800	124,771	122,323	0.00	0.00	144,110	0%
Lab Expense	61-5-820-6812	49,884	33,099	1,967.27	2,728.27	56,000	5%
Sludge Disposal	61-5-820-6814	9,587	7,531	1,102.14	1,102.14	9,700	11%
Maintenance Supplies	61-5-820-7010	0	0	0.00	0.00	0	#DIV/0!
Office Supplies	61-5-820-7020	10,944	12,646	557.30	557.30	8,700	6%
Gas & Oil	61-5-820-7030	28,958	15,402	307.40	307.40	40,000	1%
Operating Supplies	61-5-820-7040	9,500	20,296	2,187.93	2,474.64	12,000	21%
Chemicals	61-5-820-7050	82,992	26,958	8,574.23	8,574.23	108,000	8%
Meters	61-5-820-7060	12,952	3,951	0.00	0.00	25,000	0%
Bad Debt Expense	61-5-820-7850	5,585	2,873	872.95	872.95	4,000	22%
Miscellaneous Expenses	61-5-820-7900	18,975	4,125	251.90	251.90	5,000	5%
Equipment	61-5-820-8200	0	0	0.00	0.00	0	0%
Operating Transfer Out	61-5-820-9999	0	500,000	0.00	0.00	500,000	0%
Depreciation Set Aside		426,954	439,763	37,746.24	75,492.48	452,956	17%
Bond Pmt Set Aside		308,175	245,500	27,699.58	55,399.16	332,395	17%
		2,642,692	2,873,022	208,005.57	355,154.81	3,200,512	11%
<b>Sewer Department</b>							
<b>Collection System Expenses</b>							
Salaries - Regular - FT	61-5-830-5010	262,073	274,308	31,953.30	58,215.96	281,331	21%
Overtime	61-5-830-5040	23,235	22,572	1,028.03	1,685.83	30,000	6%
FICA Sewer	61-5-830-5079	0	17,820	2,004.38	3,450.29	23,817	14%
IMRF	61-5-830-5120	62,082	43,222	3,107.10	7,032.11	46,139	15%
Group Health Insurance	61-5-830-5130	83,149	91,181	8,225.34	16,450.68	98,705	17%
Uniform Allowance	61-5-830-5140	3,402	4,681	470.25	714.57	6,600	11%
Rep & Maint - Infrastructure	61-5-830-6000	11,725	23,834	1,005.00	1,170.00	32,000	4%
Rep & Maint - Equipment	61-5-830-6020	335	11,358	36.45	72.90	8,000	1%
Rep & Maint - Vehicles	61-5-830-6030	32,430	10,916	872.20	1,021.04	13,000	8%
Office Equip Rent/Maint	61-5-830-6410	10,141	31,710	137.76	137.76	30,300	0%
Gas & Oil	61-5-830-7030	11,542	8,392	695.15	695.15	12,500	6%
Operating Supplies	61-5-830-7040	13,495	14,312	943.97	943.97	18,500	5%

## Sewer Department

	Account #	Actual FY 15	Actual FY 15	Month of May	Actual FY 17	Budget FY 17	16.67% used
Misc. Expense	61-5-830-7900	699	1,061	0.00	0.00	2,900	0%
Equipment	61-5-830-8200	2,485	0	0.00	0.00	0	#DIV/0!
<b>Total Sewer Department Expenses</b>		<b>3,159,485</b>	<b>3,428,391</b>	<b>258,484.50</b>	<b>446,745.07</b>	<b>3,804,304</b>	<b>12%</b>
NET SEWER DEPARTMENT		516,711	225,779	112,304.20	122,108.65	70,883	
Change in Accounts Receivable		7,393	3,234.00		6,227.00		
<b>Ending Cash &amp; Investments</b>		<b>1,055,724</b>	<b>1,284,737</b>		<b>1,413,073.04</b>	<b>742,055</b>	

## Bond Reserves (necessary per bond ordinances) - was 06-15

<b>Beginning Cash &amp; Investments</b>		<b>583,428</b>	<b>585,160</b>		<b>586,815.10</b>	<b>585,160</b>	
Additional reserves		0	0	276.49	276.49	0	0%
Interest Income		1,732	1,655	0.00	0.00	0	0%
<b>Ending Cash &amp; Investments</b>		<b>585,160</b>	<b>586,815</b>		<b>587,091.59</b>	<b>585,160</b>	

## Connection Fees (plant expansion) / Deposits on Agreement (system extensions) Accounting - was 05-10

<b>Beginning Cash &amp; Investments</b>		<b>6,292,251</b>	<b>4,005,992</b>		<b>3,719,983.14</b>	<b>4,574,793</b>	
<b>Sources</b>							
Interest Income		15,420	14,737	2,462.10	2,462.10	20,000	12%
Connection Fees	61-4-810-4510	73,033	9,935	5,811.04	10,293.04	24,000	43%
Deposits on Agreement	61-4-810-4520	11,935	5,247	110.00	165.00	5,000	3%
Connection Fees	61-4-820-4510	62,371	18,558	11,966.61	20,786.61	28,800	72%
Deposits on Agreement	61-4-820-4520	21,737	432	50.00	412.46	10,000	4%
Connection Fee Set-Aside		0	500,000	0.00	0.00	-	#DIV/0!
<b>TOTAL Sources</b>		<b>184,496</b>	<b>548,909</b>	<b>20,399.75</b>	<b>34,119.21</b>	<b>87,800</b>	<b>39%</b>
<b>Uses</b>							
Construction in Progress - Water (1790)		109,509	493,889	6,350.00	6,350.00	0	#DIV/0!
Construction in Progress - Sewer (1790)		0	0	0.00	0.00	0	0%
Equipment & Vehicles (1750)		0	0	0.00	0.00	0	0%
Recapture Refunds		0	0	0.00	0.00	0	0%
Building (1730)		2,361,246	341,030	0.00	0.00	0	0%
Land (part of 1710)		0	0	0.00	0.00	0	0%
<b>TOTAL Uses</b>		<b>2,470,755</b>	<b>834,919</b>	<b>6,350.00</b>	<b>6,350.00</b>	<b>0</b>	<b>#DIV/0!</b>
<b>Ending Cash &amp; Investments</b>		<b>4,005,992</b>	<b>3,719,982</b>		<b>3,747,752.35</b>	<b>4,662,593</b>	



Line Item	Account #	Actual FY 15	Actual FY 16	Month of May	Actual FY 17	Budget FY 17	16.67% used
<b>Depreciation Funding - was 04-09 and 06-08</b>							
<b>Beginning Cash &amp; Investments</b>		2,291,953	2,777,210		3,042,621.66	2,093,675	
<b>Sources</b>							
Interest Income		12,465	11,912	1,990.14	1,990.14	15,000	13%
Loan Funds		0	0	0.00	0.00	0	0%
Grant		0	0	0.00	0.00	0	0%
Misc.		20,549	0	0.00	0.00	0	0%
Depreciation set aside - Water (for Plant)		79,928	82,326	7,066.33	14,132.66	84,796	17%
Depreciation set aside - Water (for System)		208,133	214,377	18,400.67	36,801.34	220,808	17%
Depreciation set aside - Sewer (for System)		141,437	145,680	12,504.16	25,008.32	150,050	17%
Depreciation set aside - Sewer (for Repl)		285,517	794,083	25,242.08	50,484.16	802,905	6%
<b>TOTAL Sources</b>		<b>748,029</b>	<b>1,248,378</b>	<b>65,203.38</b>	<b>128,416.62</b>	<b>1,273,559</b>	<b>10%</b>
<b>Uses</b>							
Construction in Progress - Water (1790)		0	191,172	75,745.00	75,745.00	100,000	0%
Construction in Progress - Sewer (1790)		173,949	72,235	89,220.90	89,220.90	1,200,000	0%
Equipment & Vehicles (1750 & 1760))		88,823	696,093	19,192.00	19,192.00	330,000	6%
Buildings		0	23,466	0.00	0.00	0	0%
Infrastructure		0	0	0.00	0.00	0	0%
Sewer-Repl Equip (part of 820-8200)		0	0	0.00	0.00	0	0%
<b>TOTAL Uses</b>		<b>262,772</b>	<b>982,966</b>	<b>184,157.90</b>	<b>184,157.90</b>	<b>1,630,000</b>	<b>11%</b>
<b>Ending Cash &amp; Investments</b>		2,777,210	3,042,621		2,986,880.38	1,737,234.00	

**Bond Payments Accounting - was 06-10 and 06-13**

<b>Beginning Cash &amp; Investments</b>		236,673	240,873		200,262.92	200,231	
<b>Sources</b>							
Interest Income		2,100	2,007	335.23	335.23	2,500	13%
Bond Proceeds	61-4-110-4901	0	0	0.00	0.00	0	0%
Operating Transfers-In	61-4-110-9998	0	0	0.00	0.00	-	0%
Bond Pmt Set Aside		491,350	365,500	39,466.25	78,932.50	473,595	17%
<b>TOTAL Sources</b>		<b>493,450</b>	<b>367,507</b>	<b>39,801.48</b>	<b>79,267.73</b>	<b>476,095</b>	<b>17%</b>
<b>Uses</b>							
Debt Service - Principal	61-5-110-8910	422,401	349,505	0.00	50,376.33	501,068	10%
Interest Expense	61-5-110-8920	66,849	58,612	0.00	11,499.50	52,924	22%
Fiscal Charges	61-5-110-8930	0	0	0.00	0.00	525	0%
Bond Issuance Costs	61-5-110-9031	0	0	0.00	0.00	0	0%
<b>TOTAL Uses</b>		<b>489,250</b>	<b>408,117</b>	<b>0.00</b>	<b>61,875.83</b>	<b>554,517</b>	<b>11%</b>
<b>Ending Cash &amp; Investments</b>		240,873	200,263		217,654.82	121,809.00	

Gross Revenues (excludes set asides)	6,284,079	6,561,134	595,452.26	938,680.06	6,368,860
Gross Expenditures (excludes set asides)	7,476,524	6,780,887	541,959.89	812,015.76	7,127,308
<b>NET CASH FLOW</b>	<b>(1,192,445)</b>	<b>(219,755)</b>	<b>53,492.37</b>	<b>126,664.30</b>	<b>(758,448)</b>

**CITY OF BELVIDERE  
PLANNING AND ZONING COMMISSION  
Minutes  
Tuesday, July 12, 2016  
City Council Chambers  
401 Whitney Boulevard  
6:00 pm**

**ROLL CALL**

**Members Present:**

Andrew Racz, CHM  
Anthony R. Phelps  
Rich Weigel  
Ken Redeker

**Staff Present:**

Gina DelRose, Community Development Planner  
Cathy Crawford, Administrative Assistant

**Members Absent:**

Paul Engleman  
Robert Cantrell, VCHM

**Ex- Officio:**

Mike Drella, City Attorney  
Clayton Stevens, Alderman, Ward 1

Chairman Andrew Racz called the meeting to order at 6:02 p.m.

It was moved and seconded (Hyland/Weigel) to approve the May 10, 2016 minutes. The motion carried with a 4-0 roll call vote.

**PUBLIC COMMENT:**

None

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

**2016-10; Brown:** The applicants and owners, Vernon and Bonnie Brown are requesting a special use permit to continue the nonconforming use and to allow vehicle repair and maintenance (Belvidere Zoning Ordinance Sections 150.802 (D) (2) and 150.904 Special Use Review and Approval Procedures) at 420 Buchanan Street, Belvidere, IL 61008 within the NB, Neighborhood Business District (PIN: 05-25-377-008).

The public hearing opened at 6:04 p.m.

Ken Redeker arrived at 6:04 p.m.

Gina DelRose was sworn in. Ms. DelRose summarized the staff report dated July 5, 2016. The residence at this property dates from the early 1900s and the commercial building was built in 1961. The City adopted its first Zoning Ordinance and map in 1956. Vernon Brown operated a body shop at this location from 1970 to 2010. The building was rented to a vehicle repair service until July 31, 2013 and it has been vacant ever since. Ms. DelRose referred to the zoning ordinance which states that if

a nonconforming use is abandoned for one year it loses its grandfathered status; the ordinance, however, was amended in 2014 to allow for a business whose use had been abandoned for up to three years to continue the previous use with a special use permit, provided the business had not been used in any other way in the interim. The special use being requested would allow the continued operation of a vehicle repair and maintenance land use. Ms. DelRose stated that the property is a small one and the layout is established; she will work with the applicant to comply with the requirements for bufferyard and parking as much as possible. Ms. DelRose stated the staff recommends approval of case 2016-10 subject to the following seven conditions:

1. At no time shall vehicles that are being repaired or employee vehicles be parked on the public right-of-way.
2. All vehicle repair and maintenance activities shall occur within the building.
3. Vehicles shall be parked on the property in a manner that does not obstruct emergency vehicles from accessing either of the buildings.
4. A fire/life safety inspection shall be completed prior to a business opening.
5. The hours of operation shall be no earlier than 6:00 am and no later than 11:00 p.m.
6. A privacy fence or landscaping with an opacity value of 0.60 shall be maintained along the eastern property line from the residence to the rear property line at all times.
7. Compliance with all applicable codes and ordinances.

Gina DelRose said the hours of operation are those established for the NB, Neighborhood Business District. Ms. DelRose said the case was published in the Boone County Journal on June 24, 2016 and certified mailings were sent on June 22, 2016.

There were no questions for the staff.

Chairman Racz invited the applicant to step forward.

Vernon Brown was sworn in. Mr. Brown said he had nothing to add.

There were no questions for the applicant.

The public hearing was closed at 6:12 p.m.

It was moved and seconded (Phelps/Hyland) to accept the findings of fact as presented. The motion carried with a 5-0 roll call vote.

It was moved and seconded (Hyland/Weigel) to approve case 2016-10 subject to the 7 conditions as presented. The motion carried with a 5-0 roll call vote.

Gina DelRose said the case would receive a first reading before the city council on July 18, 2016 and a second reading on August 1, 2016.

**2016-11; Goslawski:** The applicant and owner, Rich Goslawski is requesting a variance to reduce the required front-yard setback at 902 Prospect Street (Belvidere Zoning Ordinance Sections 150.105(B)(3)(F)(2)(D) Minimum Setbacks and 150.909 Variance Review and Approval Procedures) in the SR-6, Single-family Residential-6 District. The request is to allow a 15-foot by 15-foot addition that was started without proper permits or approval.

The public hearing opened at 6:14 p.m.

Gina DelRose was sworn in. Ms. DelRose stated the case was published in the Boone County Journal on June 24, 2016 and certified mailings were sent on June 22, 2016. Ms. DelRose summarized the staff report dated July 5, 2016. Ms. DelRose stated the variance requested is to reduce the required front yard setback from 20 feet to 18 inches along East 2<sup>nd</sup> Street to allow a 15-foot by 15-foot addition to the detached garage. The project was started without proper permits and approval. The property meets all minimum zoning requirements. The applicant has begun to build an addition to the 22-foot by 24-foot detached garage along the front property line which continues the existing 18-inch front yard setback. No narrative was provided to explain why the addition could not be placed on the southern side of the property where there is the space to build it. A variance would be needed to bring the existing garage into compliance in order to add onto the south side of the structure. That is not the variance that the applicant applied for, nor is it the location of the addition.

Gina DelRose said the addition would increase the garage from 528 square feet to 753 square feet (not including the shed located to the south of the garage). The applicant states that the extra 225 square feet is needed for the storage of trash cans, personal equipment and items related to his home occupations. Section 150.204 (H)(9) of the Belvidere Zoning Ordinance regulates home occupations. The ordinance states that the use of an accessory structure in conjunction with a home occupation located on any lot whose principal use is residential may be permitted by a special use permit. Ms. DelRose said no special use permit has been applied for or granted to allow storage of items in the garage. The applicant did not provide a drawing or list of items and their sizes to justify the size or location of the garage expansion.

Gina DelRose stated the applicant began construction of the addition without first obtaining proper permits or approval. The applicant has received previous written violation notices from the Belvidere Building Department for beginning projects without obtaining permits. Due to this history of building permit violations, the planning staff believes the applicant was aware that permits were required for this project prior to any construction commencing.

Gina DelRose stated that variances are approved based on proven hardships. The applicant did not provide any evidence stating why the addition must be built at the location chosen or why the particular size of the addition was decided upon. The applicant could have constructed the addition to the south and prevented the extension of the non-conforming building line.

Gina DelRose stated the front yard setbacks have been established as part of the Zoning Ordinance to allow adequate distances from structures and traveling vehicles on the right-of-way as well as driveways in addition to providing a certain community character. Line of sight issues can cause drivers to miss potential hazards ahead while turning a corner or traveling down a right-of-way or driveway, leading to accidents or injuries. Without submitted or verified justification, there is no reason to vary from the zoning ordinance. The planning staff recommends denial of the variance request.

Andrew Racz asked if there were questions for Ms. DelRose.

Rich Weigel asked Ms. DelRose if it is correct to state that this is not the first time the city has had building permit issues with the applicant.

Gina DelRose said that is correct.

Andrew Racz asked the applicant to step forward.

Rich Goslawski had no questions for the staff. Mr. Goslawski was sworn in. Mr. Goslawski stated he works out of his home. Mr. Goslawski said he began the addition in order to store his garbage cans and machinery out of sight of his neighbors.

Rich Weigel verified that Mr. Goslawski started the project without a permit.

Andrew Racz asked if members of the audience wished to speak.

Mary Slowik was sworn in. Ms. Slowik said she is not against Mr. Goslawski's structure, but wished it was constructed further from the road. Ms. Slowik said Mr. Goslawski has a large amount of vehicles and equipment. For this reason, she is in favor of Mr. Goslawski creating more storage for them. Ms. Slowik said she took

photos of the items. Ms. Slowik said Mr. Goslawski needs somewhere to store these items.

Mike Drella asked if Ms. Slowik wished to submit the photos into evidence.

Mary Slowik said no because the photos are on her telephone.

Janis Bakee was sworn in. Ms. Bakee stated she is opposed to the variance request because there is room on the south side of the property for the addition.

Rich Weigel asked for the reason for her opposition.

Janis Bakee said she does not know why Mr. Goslawski placed the addition in its current location. Ms. Bakee said she feels the project may not be built to code.

Andrew Racz asked if Mr. Goslawski wished to question Ms. Bakee.

Rich Goslawski asked Ms. Bakee why she is opposed to his structure being built.

Janis Bakee repeated her reason for opposition.

Rich Goslawski began to make a statement.

Mike Drella cautioned that Mr. Goslawski can only cross-examine Ms. Bakee's testimony.

Jane Koehler was sworn in. Ms. Koehler said she resides at 921 Prospect and also owns 828 Prospect and 1015 East 2<sup>nd</sup> Street. Ms. Koehler said due to the amount of vehicles and equipment Mr. Goslawski owns, these items are parked along the street. Ms. Koehler said she feels they are a danger to the street. Ms. Koehler said the neighborhood is a residential one, not a business one; she feels the items related to the business should be stored offsite. Ms. Koehler said she feels the structure is unpleasant-looking. Ms. Koehler said as the owner of three properties in the neighborhood, she wishes to help keep property values intact.

Andrew Racz asked if Mr. Goslawski had questions for Ms. Koehler.

Rich Goslawski had no questions for Ms. Koehler. Mr. Goslawski stated he is attempting to correct some of the issues present on his property and make it look nicer for the neighbors.

Andrew Racz asked if there were any further questions for Mr. Goslawski.

Mary Slowik asked Mr. Goslawski who will build the structure.  
Rich Goslawski stated that carpenters will build it.

There were no further questions.

The public hearing was closed at 6:32 p.m.

Andrew Racz asked if the commissioners had any questions or comments.

Rich Weigel said he feels the applicant's narrative made a "poor statement" in stating that the road was built too close to the house. Mr. Weigel said the road has been there since Mr. Goslawski's house was platted.

It was moved and seconded (Redeker/Weigel) to accept the findings of fact as presented.

Mike Drella reminded commissioners that if they wish to adopt the findings of fact as presented by staff, their votes should be in the affirmative.

The motion carried with a 5-0 roll call vote.

It was moved and seconded (Weigel/Hyland) to deny case 2016-11. The motion carried with a 5-0 roll call vote.

Mike Drella clarified to Mr. Goslawski that the case was denied; the commission is the sole decision-making body for variances. Mr. Drella said the zoning ordinance does provide for appeal rights should Mr. Goslawski wish to pursue one.

**2016-12; City of Belvidere:** The City of Belvidere is proposing amendments to the Zoning Ordinance, adopted March 6, 2006 and amended thereafter. The proposed amendments pertain to Section 150.908 Downtown Design Overlay Zoning District, Section 150.710 Building Design and Exterior Construction Material Standards and Section 150.105 Purpose and Intent of Standard Zoning Districts (C) Nonresidential Districts (specifically Planned Industrial, General Industrial and Heavy Industrial).

Andrew Racz opened the public hearing at 6:36 p.m.

Gina DelRose was sworn in. Ms. DelRose said the case was published in the Boone County Journal on June 24, 2016. There were no certified mailings because the case is a text amendment. Ms. DelRose referred to the first part of the text amendment and pointed out that the Downtown Overlay District is described in two different Sections of the Zoning Ordinance. Ms. DelRose stated the text amendment to Section 150.908, is a language "clean-up" that will result in those two Sections having consistent language. The difference in language was due to the previous text amendments to Section 150.106 removing the Alpine Bank property and the Bush Gardens property from the Downtown Overlay District.

Gina DelRose said that as the economy continues to improve, the city is seeing more requests to utilize metal siding in the design of buildings in the industrial districts. Ms. DelRose stated that at the time the ordinance was written, the city chose not to allow metal siding, which is subject to denting and rust, as the primary building material. Since that time, the design and aesthetic look of metal siding has greatly improved. Ms. DelRose said some of the newer siding can mimic the look of other building materials. Ms. DelRose said the staff believes the new metal-sided buildings do match the aesthetic look the city would wish for. Ms. DelRose referred commissioners to a handout she provided which further fine-tunes the language of this Section.

Gina DelRose stated that the third part of the text amendment allows for a greater maximum building height limit for buildings in the Planned Industrial, General Industrial and Heavy industrial Districts than the zoning ordinance currently allows. Ms. DelRose said the city wishes to retain the height limit, especially in the Planned Industrial District which oftentimes abuts residential areas. The new language, however, retains the height limitation but allows for a built-in buffer to that limitation to accommodate the use of taller cranes now being utilized in the industrial districts.

Andrew Racz asked if the commissioners had questions for the staff.

Anthony Phelps asked Ms. DelRose for clarification of the text amendment allowing for the use of metal siding; he asked if this siding can be used on all sides of the buildings.

Gina DelRose said this is correct. The newer type of metal panels may be used anywhere on the buildings.

Rich Weigel said in his business, he has utilized the newer metal siding; he agrees that the technology and look of the siding has seen great advances in recent years. This siding no longer looks like standard corrugated siding.

Gina DelRose said she agrees that there has been a great improvement.

Mike Drella said the commissioners in making their motion should move to approve the case with the revised language as presented by the staff this evening.

Andrew Racz closed the public hearing at 6:43 p.m.

It was moved and seconded (Phelps/Hyland) to approve case 2016-12 with the revised language that was presented by the staff this evening. The motion carried with a 5-0 roll call vote.



**2016-13; Thomas:** The applicant and owner, Mike Thomas is requesting a map amendment (rezoning) at 1210 West Locust Street, Belvidere, IL 61008 (PIN: 05-35-102-001) from MR-8S, Multi-Family Residential-8 Small District to PB, Planned Business District pursuant to the Belvidere Zoning Ordinance Section 150.903 Amendment of Official Zoning Map.

The public hearing opened at 6:44 p.m.

Gina DelRose was sworn in. Ms. DelRose said the case was published in the Boone County Journal on June 24, 2016 and certified mailings were sent out on June 22, 2016. Ms. DelRose said the applicant purchased the property in 2003; in 2009, the structure was destroyed in a fire. The applicant has no immediate plans for the property. Mr. Thomas wishes to rezone the property from MR-8S, Multi-family Residential to Planned Business District in order to make the property more marketable. Ms. DelRose listed the uses permitted by right in the Planned Business District; Ms. DelRose referred commissioners to the Table of Permitted Uses in the Zoning Ordinance for further information about what uses are allowed with a special use. Ms. DelRose said the staff recommends approval of the case. Ms. DelRose reminded commissioners that a rezoning cannot be conditioned.

There were no questions from the commissioners or the applicant for the staff.

Clayton Stevens was sworn in. Mr. Stevens is an alderman for Ward One. Mr. Stevens said he has been contacted by constituents who are concerned with the possibility that the property may be used for a gas station in the future. These constituents (who are residents of the neighborhood) are not interested in any use other than a residential one. Their largest concern is with the possibility of a gas station being built on the property.

Rich Weigel referred to existing nonresidential uses in the neighborhood.

Clayton Stevens said residential properties are located next to the subject property.

Mike Drella suggested the question should be directed to the applicant.

Mike Thomas was sworn in. Mr. Thomas said he has no plans for the property; he wishes to sell it. Mr. Thomas said he feels it will be more marketable with the proposed rezoning.

Mike Drella clarified that Mr. Stevens' constituents were most concerned with the possibility of gas stations.

Gina DelRose said in crafting the Comprehensive Plan, the subject property was included in the Planned Business District rather than the General Business District; the Planned Business District places greater limits on potential uses. There would

be greater oversight and review before a use such as a gas station would be allowed on the subject property without going through the special use process.

There were no further questions for the applicant or staff.

The public hearing was closed at 6:51 p.m.

It was moved and seconded (Weigel/Hyland) to accept the findings of fact as presented. The motion carried with a 5-0 roll call vote.

It was moved and seconded (Redeker/Phelps) to approve case 2016-13. The motion carried with a 5-0 roll call vote.

Gina DelRose said the case would go forward to the city council for a first reading on July 18, 2016 and for a second reading on August 1, 2016. Ms. DelRose asked Mr. Stevens to encourage his constituents to call the Planning Department with any questions they may have.

**2016-14; Ericson (Landmark Logistics FP2):** The applicant is requesting final plat approval of the second phase of the Landmark Logistics Subdivision. The second phase consists of three lots and the completion of a cul-de-sac.

Gina DelRose stated the following would not be a public hearing; as such, there was no requirement for publication or certified mailings. Ms. DelRose said the subdivision was annexed into the city in March of 2005 and is currently zoned Planned Industrial. The preliminary plat was approved in 2008 and contained six lots. Shortly afterwards, the first phase consisting of two lots was final platted. The second phase consists of three lots encompassing 37.28 acres; it is served by city water and sewer. Two of the originally anticipated lots have been combined to accommodate potential development. The second plat will complete the Logistics Drive cul-de-sac. The cul-de-sac is approximately 1,000 feet long, twice as long as was permitted by the Subdivision Ordinance. The variance to allow this longer drive was granted in 2008 when the preliminary plat was approved. The comments of 16 departments have been compiled and incorporated into the recommended conditions of approval. Ms. DelRose said the staff recommends approval of the final plat subject to the following conditions:

1. The plat shall be recorded with the County Recorder of Deeds within 60 days of City Council approval, unless a plat-recording extension is granted by the City Council.
2. A copy of any deed restrictions and/or covenants, conditions and restrictions shall be submitted to the Planning Department.

3. The cross access easement for Lot 4 extending into Landmark Industrial Park shall be noted on the plat and recorded.
4. The final plat shall be in compliance with all applicable codes, ordinances and agreements.
5. The revised plat shall be presented to the planning department for review and approval before any signatures are obtained.

Ms. DelRose said the revised staff report is before the commissioners; the applicant provided a revised plat earlier in the day which answered many of the original comments the review generated. The conditions were amended to reflect this. Ms. DelRose said the cross access easement has not yet been recorded; the applicant, however, did provide space for that documentation to be added.

Seeing no questions for the staff, Andrew Racz asked the applicant to step forward.

Dan Ericson, of Landmark Development, said he was pleased to be present.

Andrew Racz said the City's engineering firm's work seemed very professional and complete.

Art Hyland clarified that all the review comments would be followed up on.

Andrew Racz referred Mr. Hyland to the revised plat, which provides several of the items called for.

Gina DelRose said many of the remaining comments could be considered "FYI" comments that would be completed later.

Seeing no further questions, Mr. Racz asked for a motion.

It was moved and seconded (Redeker/Phelps) to approve case 2016-14 subject to the conditions as presented. The motion carried with a 5-0 roll call vote.

Mike Drella said the case would go before the city council on July 18, 2016.

**2016-15; Sjostrom (Crosslink Business Park PP Renewal):** The applicant is requesting reapproval of the remaining eight lots of Crosslink Business Park Subdivision's preliminary plat.

Gina DelRose said the revised staff report does not include a revised plat; Ms. DelRose removed some background language that was confusing. The plat is the same. Ms. DelRose summarized the staff report. Ms. DelRose said the subject property is located at the northwest corner of South Appleton Road and Grant

Highway. It encompasses the undeveloped portion of Crosslink Business Park at the east end of Morreim Drive. The property is zoned Heavy Industrial. The original preliminary plat for Crosslink Business Park consisted of 13 lots and approximately 176 acres. In 2004, shortly after the preliminary plat was approved, the first final plat of Crosslink Business Park consisting of five buildable lots and two outlots was approved. A replat of Lot 2 was approved in 2015 but never recorded. The preliminary plat expired; the remaining eight lots (94.98 acres) need to have an approved preliminary plat on record before a second final plat can be obtained. The lot numbering has changed in the interim due to the boundaries of the first final plat. The applicant has not submitted a second final plat at this time. The preliminary plat is being renewed in order to make the property more marketable.

A request for comments was forwarded to 16 departments; the comments received have been incorporated into the conditions of approval. The staff recommends approval of the preliminary plat subject to the following 22 conditions:

1. There shall be a fire hydrant at each intersection and a fire hydrant every 300 feet.
2. All unfinished improvements (roadway, storm sewer, sanitary sewer and water main) from Final Plat 1 shall be completed as part of Final Plat 2.
3. It shall be noted on subsequent final plats that Lot 13 shall be graded to make use of the existing detention on Outlot A, Lots 6, 7 and 8 shall be graded to make use of the existing detention on Outlot B and Lots 9, 10, 11 and 12 shall provide on-site detention.
4. The detention requirement, storm water release calculations and culvert sizing calculations shall be noted on subsequent final plats.
5. On the original preliminary plat there was a drainage easement along the west side of lot 10 (from the City property) and along the east side of Lot 9 (adjacent to the utility easement along Sjostrom Drive) that was originally designed to convey off-site storm water from a 54 inch culvert. The easement is not reflected on this plat. If the storm sewer was not redesigned to accommodate this water flow, then the easement shall be reflected on the plat.
6. Updated improvement plans shall be submitted with subsequent final plats.
7. If a property owner association is created, supporting documentation shall be submitted to the planning department.
8. The existing sanitary sewer along Lot 9 is within a drainage easement but should be within a sanitary sewer easement.

9. All anticipated easements (ie. utility, drainage, etc.) and the explanations of such easements shall be reflected on all subsequent final plats.
10. All appropriate signature blocks shall be on the all subsequent final plats.
11. Right-of-way shall be wide enough to adequately handle the anticipated level of truck traffic.
12. A note shall be placed on all subsequent final plats that plantings within the drainage easements that abut the 500 year floodplain shall be comprised of native vegetation.
13. A groundwater protection plan shall be developed and submitted to the Boone County Soil and Water Conservation District and the Belvidere Planning Department.
14. A subsurface drainage investigation shall be completed and submitted to the Boone County Soil and Water Conservation District and the Belvidere Planning Department before development takes place.
15. A wetland delineation report shall be conducted and submitted to the Boone County Soil and Water Conservation District and the Belvidere Planning Department before development takes place.
16. An erosion and sediment control plan shall be submitted to the Boone County Soil and Water Conservation District and the Belvidere Planning Department before development takes place.
17. A Stormwater Management Plan shall be submitted to the Boone County Soil and Water Conservation District and the Belvidere Planning Department before development takes place.
18. There shall be a note on all subsequent final plats prohibiting direct access to Grant Highway.
19. The Planning Commission certificate block shall be changed to the Community Development certificate block.
20. The utility easement located on Lot 8 shall be extended onto Lot 7.
21. An affidavit of ownership, which shall include the dates the respective holdings of land were acquired, together with the book and page of each conveyance to the present owner as recorded in the County Clerk and Records Office shall be submitted with the plat.

22. The plat shall be in compliance with all applicable codes and ordinances.

Gina DelRose said she realizes it seems to be an overwhelming number of conditions; the majority of these conditions, however, can be considered "FYI" conditions and can be completed when the subdivision comes in for final platting. Ms. DelRose said there are different requirements for preliminary versus final plats. Many of the comments will be necessary for the final plat process. Ms. DelRose referred the commissioners to an email from Dan Kane of the Boone County Conservation District. Ms. DelRose said many of the concerns raised during the original preliminary plat process have been satisfactorily resolved since that time.

Mike Drella asked if conditions 13 through 17 require approval as well as submittal.

Gina DelRose the planning department does not approve them; they ask for submittal so that they have access to them should such plans be requested by the various bodies.

Andrew Racz asked the applicant to step forward.

Joel Sjostrom was sworn in. Mr. Sjostrom said the company submitted this preliminary plat due to the great length of time since the previous approval. Mr. Sjostrom said in the past few years, more inquiries have come forward regarding possible development of the property. Mr. Sjostrom said if any new conditions would be coming forward, the company wished to address them prior to any development.

Rich Weigel welcomed Mr. Sjostrom; he looked forward to future development of the property.

Andrew Racz asked if Mr. Sjostrom felt he can comply with the recommendations and concerns of the Boone County Conservation District.

Joel Sjostrom said he understands the concerns forwarded by Mr. Kane and feels that the development will comply with those recommendations.

Andrew Racz asked for a motion.

It was motioned and seconded (Weigel/Phelps) to approve case 2016-15 with the conditions as recommended by the staff.

There was no discussion.

The motion carried with a 5-0 roll call vote.

Gina DelRose said the case would move forward to the city council for a first reading on July 18, 2016 and a second reading on August 1, 2016.

**OTHER BUSINESS:**

**None**

**DISCUSSION:**

**Staff Report.**

Gina DelRose said there would be two cases brought to the next meeting on August 9, 2016. Ms. DelRose reminded commissioners that August 9<sup>th</sup> is the first night of the Boone County Fair. Historically, it has been difficult to meet the quorum requirement during the fair. Ms. DelRose asked commissioners to notify the planning department if they will be unable to attend.

**ADJOURNMENT:**

The meeting adjourned at 7:12 p.m.

**Recorded by:**

---

Cathy Crawford  
Administrative Assistant

**Reviewed by:**

---

Gina DelRose  
Community Development Planner

**Minutes**  
**Committee of the Whole**  
**Building, Planning, Zoning and Public Works**  
July 11, 2016  
6:00 p.m.

Call to Order – Mayor Chamberlain.

Roll Call: Present: D. Arevalo, R. Brooks, G. Crawford, J. Sanders, W. Frank,  
C. Morris, T. Ratcliffe, M. Sanderson D. Snow and C. Stevens.  
Absent: None.

Department Heads and City personnel in attendance:

Public Works Director Brent Anderson, Treasurer Ric Brereton,  
City Attorney Drella and City Clerk Arco.

Public Comment:  
Public Forum:

Reports of Officers, Boards and Special Committees:  
Mayor Chamberlain reported Officer Steve Jones of the Belvidere Police Department will be representing the City of Belvidere by attending the Police Memorial Service in Dallas.

(A) Appointment of Karen Neibarger to the Ida Public Library Board.

Motion by Ald. Snow, 2<sup>nd</sup> by Ald. Brooks to approve the appointment of Karen Neibarger to the Ida Public Library Board. Ayes voice vote carried. Motion carried.

Officer Tim Blankenship reported on the Belvidere Police Department Neighborhood Outreach Program that is taking place this summer at Highline Drive and Christi Lane.

1. Building, Planning and Zoning, Unfinished Business: None.
2. Building, Planning and Zoning, New Business: None.
3. Public Works, Unfinished Business: None.
4. Public Works, New Business:

(A) WWTP Digester Rehab – New Cover.

Motion by Ald. Snow, 2<sup>nd</sup> by Ald. Crawford to approve forwarding to a future Belvidere City Council Meeting the discussion of WWTP Digester Rehab – New Cover. Aye voice vote carried. Motion carried.

5. Adjournment:

Motion by Ald. Arevalo, 2<sup>nd</sup> by Ald. Sanders to adjourn meeting at 6:22 p.m.  
Aye voice vote carried. Motion carried.



**ORDINANCE NO. 302H**

**AN ORDINANCE GRANTING A SPECIAL USE PERMIT  
TO CONTINUE THE NONCONFORMING USE AND TO ALLOW  
VEHICLE REPAIR AND MAINTENANCE  
WITHIN THE NB, NEIGHBORHOOD BUSINESS DISTRICT  
(420 Buchanan Street)**

**WHEREAS**, the City of Belvidere has adopted Chapter 150, Zoning Ordinance in accordance with the provisions of Illinois Compiled Statutes to regulate the use of land and to specify the minimum requirements for improvements on land in the City of Belvidere; and

**WHEREAS**, Special Uses are certain municipal or private uses that due to their physical or operational characteristics may pose a threat to the value, use and enjoyment of adjoining property; are reviewed on a case by case basis; and are permitted only by permission of the Belvidere City Council; and,

**WHEREAS**, The applicants and owners, Bonnie and Vernon Brown, 455 North Appleton Road, Belvidere, IL 61008 have petitioned the City for a Special Use to permit the continuance of a nonconforming use and to allow vehicle repair and maintenance; and

**WHEREAS**, after due notice by publication pursuant to the Illinois State Statutes, the City of Belvidere Planning and Zoning Commission held a public hearing on July 12, 2016 concerning the proposed Special Use; and,

**WHEREAS**, the City of Belvidere Planning and Zoning Commission having examined the application and having considered the evidence, both oral and documentary and being fully advised about the premises did make findings of fact and a recommendation; and,

**WHEREAS**, the corporate authorities of the City considered the findings of fact and concur with the recommendation of the Planning and Zoning Commission.

**NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF BELVIDERE, BOONE COUNTY, ILLINOIS, AS FOLLOWS:**

**Section 1.** The foregoing recitals are incorporated herein by this reference.

**Section 2.** That a Special Use in the NB, Neighborhood Business District for a vehicle repairs and maintenance business on the property depicted in Attachment A and legally described as:

The following described premises, situated in the City of Belvidere, in the county of Boone and State of Illinois: All that tract of land bounded on the Southerly side by the Northerly line of Buchanan street; on the Northerly side by the Southerly right of way of the Chicago & Northwestern Railway; on the Westerly side by a line drawn parallel to the Easterly line of Lot One in Block Eleven in Gilman's First Addition to the town of Belvidere and sixteen (16) feet Westerly therefrom, measured on the Northerly line of Buchanan Street; and on the Easterly side by the Westerly line of Lot One in Block One in Gilman's Fourth Addition to Belvidere. PIN: 05-25-377-008.

is hereby approved, subject to the following conditions:

1. At no time shall vehicles that are being repaired or employee vehicles be parked on the public right-of-way.
2. All vehicle repair and maintenance activities shall occur within the building.
3. Vehicles shall be parked on the property in a manner that does not obstruct emergency vehicles from accessing either of the buildings.
4. A fire/life safety inspection shall be completed prior to a business opening.
5. The hours of operation shall be no earlier than 6:00am and no later than 11:00pm.
6. A privacy fence or landscaping with an opacity value of 0.60 shall be maintained along the eastern property line from the residence to the rear property line at all times.
7. Compliance with all applicable codes and ordinances.

**Section 3.** That the premises shall be used in accordance with and subject to the applicable provisions of the Zoning Ordinance of the City of Belvidere and shall not be used except as may otherwise be expressly authorized by the applicable law and the special use.

**Section 4.** That acceptance of any of the benefits of this Special Use shall be deemed acceptance of all the terms and conditions set forth herein.

**Section 5.** All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**Section 6.** If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

**Section 7.** This ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

**PASSED** by the City Council of the City of Belvidere this \_\_\_\_ day of \_\_\_\_\_, 2016.

**APPROVED** by the Mayor of the City of Belvidere this \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Michael W. Chamberlain, Mayor

**ATTEST:**

\_\_\_\_\_  
Shauna Arco, City Clerk

Ayes: \_\_\_\_ Nays: \_\_\_\_ Absent: \_\_\_\_

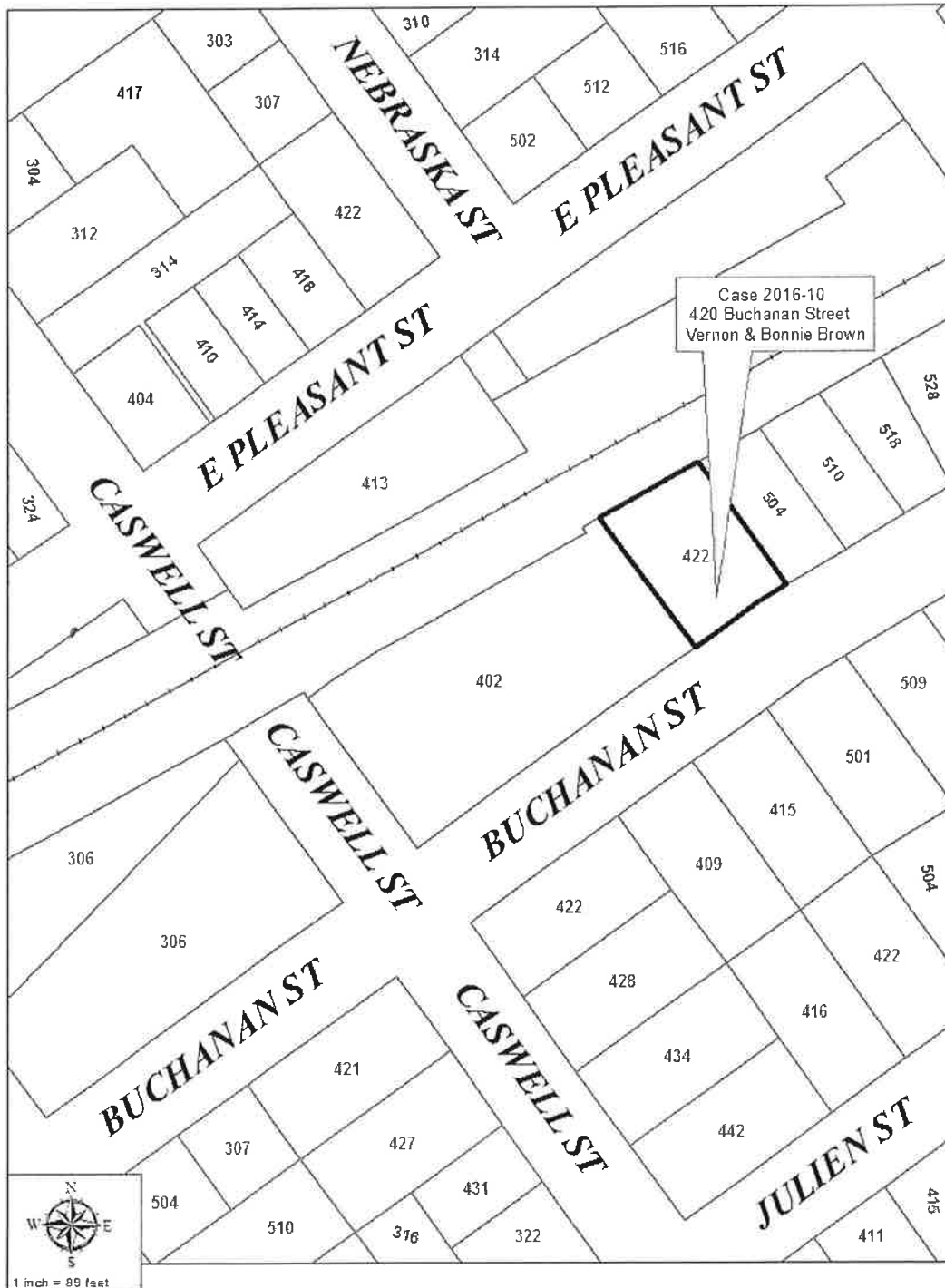
City Council Members Voting Aye: \_\_\_\_

City Council Members Voting Nay: \_\_\_\_

Date Published:

Sponsor: \_\_\_\_\_

# ATTACHMENT A



## MEMO

**DATE:** July 12, 2016  
**TO:** Mayor and Members of the City Council  
**FROM:** City of Belvidere Planning and Zoning Commission  
**SUBJECT:** Findings of Fact—Case: 2016-10; Brown, 420 Buchanan Street

### **REQUEST AND LOCATION:**

The applicants and owners, Vernon and Bonnie Brown, 455 North Appleton Road, Belvidere, IL 61008 are requesting a special use permit to continue the nonconforming use and to allow vehicle repair and maintenance (Belvidere Zoning Ordinance Sections 150.802(D)(2) and 150.904 Special Use Review and Approval Procedures) at 420 Buchanan Street, Belvidere, IL 61008 within the NB, Neighborhood Business District (PIN: 05-25-377-008). The subject property is 9,032 square feet, rectangular in shape and developed with a two-family residence and commercial building with a small parking area.

### **FINDINGS OF FACT:**

Per Section 150.904 (G) of the City of Belvidere Zoning Ordinance, the criteria for granting a Special Use Permit are as follows:

- A. Findings: The establishment, maintenance, or operation of the special use will not be unreasonably detrimental to or endanger the public health, safety, morals, comfort or general welfare.**

Conditions of approval will be placed on the special use restricting the hours of operation and parking of vehicles. Due to the limited parking area and size of the building, the planning staff does not anticipate a significant increase in traffic or noise in the neighborhood.

- B. Findings: The proposed special use, both its general use independent of its location and in its specific location, will be in harmony with the purposes, goals, objectives, policies, and standards of the City of Belvidere Comprehensive Plan, Section 150.904 of the Belvidere Zoning Ordinance and any other plan, program, or ordinance adopted, or under consideration pursuant to Notice of Public Hearing by the City.**

The Comprehensive Plan shows the property as Central Mixed Use which encourages a variety of land uses that are pedestrian-orientated. Although this land use is auto-orientated, the limited size of the building and property will force the business to operate on a small scale/neighborhood level which is more in-line with the majority of the downtown businesses.

The special use, if approved, will be required to be in compliance with all other applicable codes and ordinances. All comments made from various departments have been incorporated within the conditions of approval.

- C. Findings: The special use will not in its proposed location and as depicted on the required site plan, result in a substantial or undue adverse impact on nearby**

property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of this Chapter, the Comprehensive Plan, or any other plan, program, map, or ordinance adopted or under consideration pursuant to Notice of Public Hearing by the City or governmental agency having jurisdiction to guide development.

Although the vehicle repair and maintenance land use has not been operational for almost three years, it was in existence for 40 years. The majority of the neighborhood is acclimated to the presence of such a business nearby. A heating and air conditioning business and railroad tracks are also present in the immediate vicinity. General Mills and Deans Foods are within approximately 1,500 feet.

Conditions of approval will be placed on the special use restricting the hours of operation and parking of vehicles. Due to the limited parking area and size of the building, the planning staff does not anticipate a significant increase in traffic or noise in the neighborhood.

Any changes made to the property including building maintenance and pavement repairs shall be in compliance with the Belvidere Zoning Ordinance and all other applicable codes and ordinance.

- D. **Findings:** The establishment of the special use will not impede the normal and orderly development and improvement of surrounding property, and maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.

The planning staff is not aware of any negative impacts the business created when it was in operation. The presence of an operating business rather than a vacant one eliminates the potential for vandalism, theft and property maintenance violations; this is ultimately better for the neighborhood.

- E. **Findings:** The proposed Special Use is located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvement facilities, utilities or services provided by public agencies servicing the subject property.

The subject property is served with proper utilities.

- F. **Findings:** The potential public benefits of the proposed special use outweighs any and all potential adverse impacts of the proposed special use after taking into consideration the Applicant's proposal and any requirements recommended to ameliorate such impacts.

The special use will occupy a property that has been vacant. The business occupying the property will be similar to the long standing business that operated previously. This former operation did not create complaints from nearby residences. Conditions of approval will limit any potential negative impacts.

The motion to adopt the Findings of Fact for case 2016-10 for a special use permit to continue the nonconforming use and to allow vehicle repair and maintenance at 420 Buchanan Street carried with a (5-0) roll call vote.

---

Andrew Racz, Chairman  
Belvidere Planning and Zoning Commission

## MEMO

**DATE:** July 13, 2016  
**TO:** Mayor and Members of the City Council  
**FROM:** City of Belvidere Planning and Zoning Commission  
**SUBJECT:** Recommendation—Case: 2016-10; Brown, 420 Buchanan Street

### **REQUEST AND LOCATION:**

The applicants and owners, Vernon and Bonnie Brown, 455 North Appleton Road, Belvidere, IL 61008 are requesting a special use permit to continue the nonconforming use and to allow vehicle repair and maintenance (Belvidere Zoning Ordinance Sections 150.802(D)(2) and 150.904 Special Use Review and Approval Procedures) at 420 Buchanan Street, Belvidere, IL 61008 within the NB, Neighborhood Business District (PIN: 05-25-377-008). The subject property is 9,032 square feet, rectangular in shape and developed with a two-family residence and commercial building with a small parking area.

### **RECOMMENDATION:**

The planning and zoning commission recommended the **approval** of case number **2016-10** for a special use to continue a nonconforming use and to allow vehicle repair and maintenance at 420 Buchanan Street subject to the following conditions:

1. At no time shall vehicles that are being repaired or employee vehicles be parked on the public right-of-way.
2. All vehicle repair and maintenance activities shall occur within the building.
3. Vehicles shall be parked on the property in a manner that does not obstruct emergency vehicles from accessing either of the buildings.
4. A fire/life safety inspection shall be completed prior to a business opening.
5. The hours of operation shall be no earlier than 6:00am and no later than 11:00pm.
6. A privacy fence or landscaping with an opacity value of 0.60 shall be maintained along the eastern property line from the residence to the rear property line at all times.
7. Compliance with all applicable codes and ordinances.

**Motion to approve case 2016-10; Brown, 420 Buchanan Street carried with a (5-0) roll call vote.**

---

Andrew Racz, Chairman  
Belvidere Planning and Zoning Commission



CITY OF BELVIDERE

*Community Development*



BUILDING DEPARTMENT

PLANNING DEPARTMENT

401 WHITNEY BLVD. SUITE 300 BELVIDERE, IL 61008 \* PH (815)547-7177 FAX (815)547-0789

---

July 5, 2016

**ADVISORY REPORT**

**CASE NO:** 2016-10

**APPLICANT:** Brown, 420 Buchanan Street

**REQUEST AND LOCATION:**

The applicants and owners, Vernon and Bonnie Brown, 455 North Appleton Road, Belvidere, IL 61008 are requesting a special use permit to continue the nonconforming use and to allow vehicle repair and maintenance (Belvidere Zoning Ordinance Sections 150.802(D)(2) and 150.904 Special Use Review and Approval Procedures) at 420 Buchanan Street, Belvidere, IL 61008 within the NB, Neighborhood Business District (PIN: 05-25-377-008). The subject property is 9,032 square feet, rectangular in shape and developed with a two-family residence and commercial building with a small parking area. See the attached aerial photo.

**EXISTING LAND USE:**

**Subject property:** Vacant commercial building and two-family residence

**North:** Railroad tracks, Wooden-It-Be-Nice and a commercial building

**South:** Residential

**West:** Fleming Heating and Air Conditioning

**East:** Residential

**CURRENT ZONING:**

**Subject property:** NB, Neighborhood Business District

**North:** NB, Neighborhood Business District

**South:** NO, Neighborhood Office District and SR-6, Single Family Residential-6 District

**West:** NB, Neighborhood Business District

**East:** SR-6, Single Family Residential-6 District

**COMPREHENSIVE PLAN:**

**Subject property:** Central Mixed Use

**North:** Central Mixed Use

**South:** Single Family Residential

**West:** Central Mixed Use

**East:** Mixed Residential

**BACKGROUND:**

The property is comprised of Lot 22 of William H Gilman's Addition and part of the County Clerk's Survey. It measures approximately 81 feet wide by 113 feet deep and is 9,032 square feet. The minimum bulk requirements for the Neighborhood Business District are lot widths of 60 feet and lot sizes of 10,000 square feet. The commercial building is approximately 3,275 square feet with a western side-yard setback of zero feet. According to assessment records the residence was built in the early 1900s while the commercial building was built in 1961. The city adopted its first zoning ordinance and map in 1956.

According to the attached narrative, the applicant operated a body shop on the property from 1970 until 2010 when he retired. The building was rented to a vehicle repair service until July 31, 2013. Following that it has been vacant. Section 150.802 Nonconforming Use Regulations (D) Discontinuance of a Nonconforming Use (Belvidere Zoning Ordinance) states that when any nonconforming use of any structure or land is discontinued for a period of 12 months, or is changed into a conforming use, any future use of said structure of land shall be in complete conformity with the provisions of the Zoning Ordinance, unless the following conditions are met:

- (a) A special use to allow the continuance or reintroduction of a legal nonconforming use following a twelve (12) month or more discontinuance of the use may only be granted for properties within the Neighborhood Business, Planned Business or General Business Districts.
- (b) The special use may only be granted if there has been no other intervening use of the property from the date the nonconforming use was discontinued.
- (c) The special use may only be granted if the application for special use is filed no more than thirty-six (36) months after discontinuance of the nonconforming use.
- (d) The special use may only be granted if the nonconforming use is a permitted use (either by right or by special use) within the Neighborhood Business, Planned Business or General Business Districts.

The special use requested would allow the continued operation of a vehicle repair and maintenance land use. Section 150.204(D)(18) of the Belvidere Zoning Ordinance states:

**Vehicle Repair and Maintenance Service.** Vehicle repair and maintenance services include all land uses which perform maintenance services (including repair) to motorized vehicles and contain all operations (except vehicle storage) entirely within an enclosed building.

**A. Regulations**

- 1. Storage of abandoned, unlicensed or inoperable vehicles is prohibited.
- 2. Facility shall provide a bufferyard with a minimum opacity of .60 along all property borders abutting residentially zoned property.

**B. Parking Requirements.** One space per 300 square feet of gross floor area. Adequate on-site parking is required for all customer and employee vehicles.

Although the property is already developed and has an established layout, the planning staff will work with the applicant to comply with the ordinance as much as possible.

**TREND OF DEVELOPMENT:**

The subject property is located within an area that is transitioning from the core downtown commercial and institutional land uses to a residential neighborhood.

**COMPREHENSIVE PLAN:**

The subject property is designated as "Central Mixed Use" on the City of Belvidere Comprehensive Plan, adopted July 19, 1999. The central mixed use category encourages pedestrian-orientated indoor commercial, office, institutional and residential use with streetscaping and low-key signage.

**FINDINGS OF FACT:**

Per Section 150.904 (G) of the City of Belvidere Zoning Ordinance, the criteria for granting a Special Use Permit are as follows:

- A. Findings: The establishment, maintenance, or operation of the special use will not be unreasonably detrimental to or endanger the public health, safety, morals, comfort or general welfare.**

Conditions of approval will be placed on the special use restricting the hours of operation and parking of vehicles. Due to the limited parking area and size of the building, the planning staff does not anticipate a significant increase in traffic or noise in the neighborhood.

- B. Findings: The proposed special use, both its general use independent of its location and in its specific location, will be in harmony with the purposes, goals, objectives, policies, and standards of the City of Belvidere Comprehensive Plan, Section 150.904 of the Belvidere Zoning Ordinance and any other plan, program, or ordinance adopted, or under consideration pursuant to Notice of Public Hearing by the City.**

The Comprehensive Plan shows the property as Central Mixed Use which encourages a variety of land uses that are pedestrian-orientated. Although this land use is auto-orientated, the limited size of the building and property will force the business to operate on a small scale/neighborhood level which is more in-line with the majority of the downtown businesses.

The special use, if approved, will be required to be in compliance with all other applicable codes and ordinances. All comments made from various departments have been incorporated within the conditions of approval.

- C. Findings: The special use will not in its proposed location and as depicted on the required site plan, result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of this Chapter, the Comprehensive Plan, or any other plan, program, map, or ordinance adopted or under consideration pursuant to Notice of Public Hearing by the City or governmental agency having jurisdiction to guide development.**

Although the vehicle repair and maintenance land use has not been operational for almost three years, it was in existence for 40 years. The majority of the neighborhood is acclimated to the presence of such a business nearby. A heating and air conditioning business and railroad tracks are also present in the immediate vicinity. General Mills and Deans Foods are within approximately 1,500 feet.

Conditions of approval will be placed on the special use restricting the hours of operation and parking of vehicles. Due to the limited parking area and size of the building, the planning staff does not anticipate a significant increase in traffic or noise in the neighborhood.

Any changes made to the property including building maintenance and pavement repairs shall be in compliance with the Belvidere Zoning Ordinance and all other applicable codes and ordinance.

- D. Findings: The establishment of the special use will not impede the normal and orderly development and improvement of surrounding property, and maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.**

The planning staff is not aware of any negative impacts the business created when it was in operation. The presence of an operating business rather than a vacant one eliminates the potential for vandalism, theft and property maintenance violations; this is ultimately better for the neighborhood.

- E. Findings: The proposed Special Use is located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvement facilities, utilities or services provided by public agencies servicing the subject property.**

The subject property is served with proper utilities.

- F. Findings: The potential public benefits of the proposed special use outweighs any and all potential adverse impacts of the proposed special use after taking into consideration the Applicant's proposal and any requirements recommended to ameliorate such impacts.**

The special use will occupy a property that has been vacant. The business occupying the property will be similar to the long standing business that operated previously. This former operation did not create complaints from nearby residences. Conditions of approval will limit any potential negative impacts.

#### **SUMMARY OF FINDINGS:**

Conditions of approval will be placed on the special use restricting the hours of operation and parking of vehicles. Due to the limited parking area and size of the building, the planning staff does not anticipate a significant increase in traffic or noise in the neighborhood. Any changes made to the property including building maintenance and pavement repairs shall be in compliance with the Belvidere Zoning Ordinance and all other applicable codes and ordinance.

The planning staff is not aware of any negative impacts the business created when it was in operation. While the vehicle repair and maintenance land use has not been operational for almost three years, it was in existence for 40 years. The majority of the neighborhood is acclimated to such a business nearby. A heating and air conditioning business and railroad tracks are in the immediate vicinity. General Mills and Deans Foods are within approximately 1,500 feet.

The Comprehensive Plan shows the property as Central Mixed Use which encourages a variety of land uses that are pedestrian-orientated. Although this land use is auto-orientated, the

limited size of the building and property will force the business to operate on a small scale/neighborhood level which is more in-line with the majority of the downtown businesses. The presence of an operating business rather than a vacant one eliminates the potential for vandalism, theft and property maintenance violations; this is ultimately better for the neighborhood.

**RECOMMENDATION:**

The planning staff recommends the **approval** of case number **2016-10** for a special use to continue a nonconforming use (vehicle repair and maintenance service) at 420 Buchanan Street subject to the following conditions:

1. At no time shall vehicles that are being repaired or employee vehicles be parked on the public right-of-way.
2. All vehicle repair and maintenance activities shall occur within the building.
3. Vehicles shall be parked on the property in a manner that does not obstruct emergency vehicles from accessing either of the buildings.
4. A fire/life safety inspection shall be completed prior to a business opening.
5. The hours of operation shall be no earlier than 6:00am and no later than 11:00pm.
6. A privacy fence or landscaping with an opacity value of 0.60 shall be maintained along the eastern property line from the residence to the rear property line at all times.
7. Compliance with all applicable codes and ordinances.

**Submitted by:**

**Reviewed by:**

  
Gina DelRose  
Community Development Planner

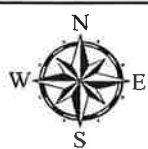
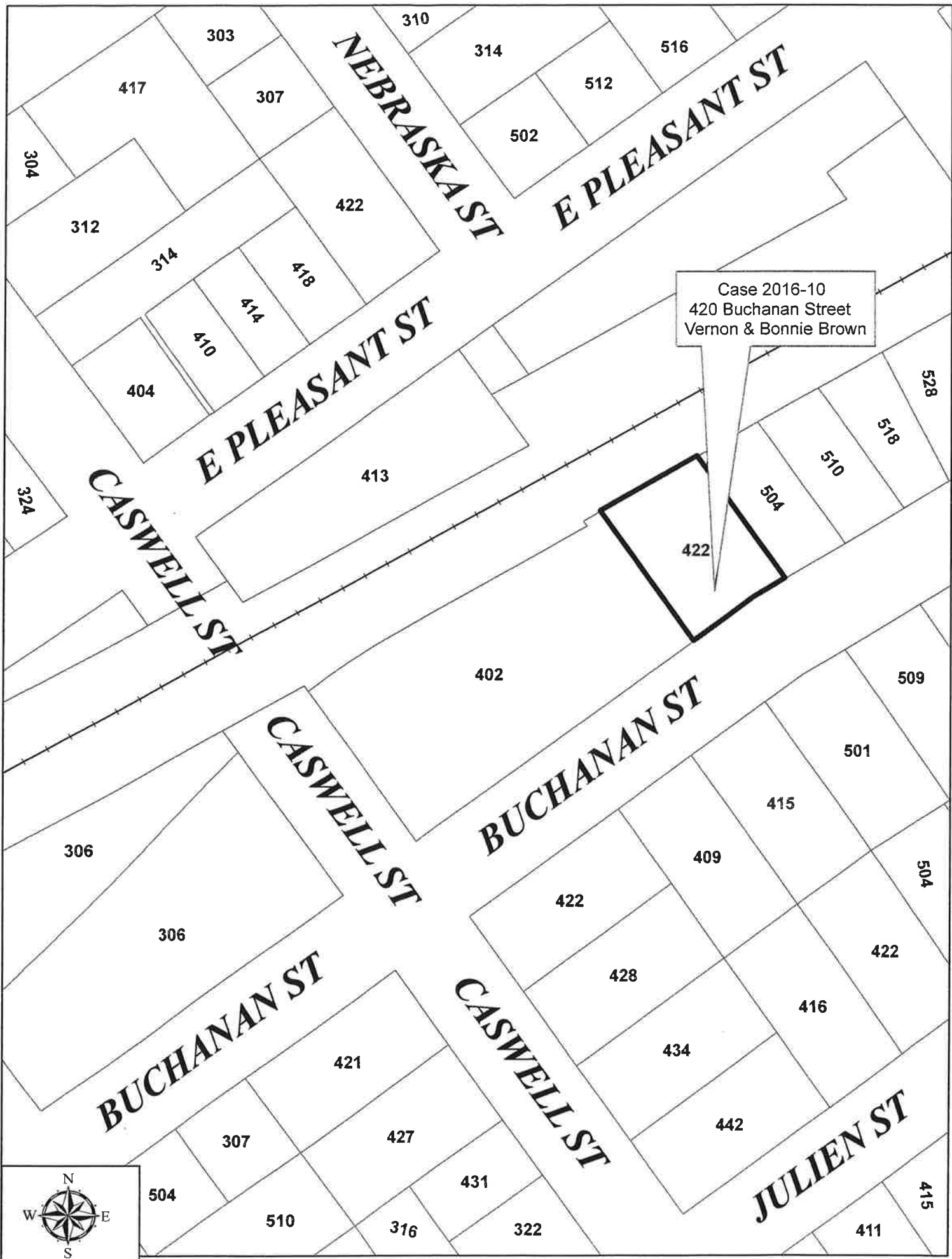
  
Cathy Crawford  
Administrative Assistant

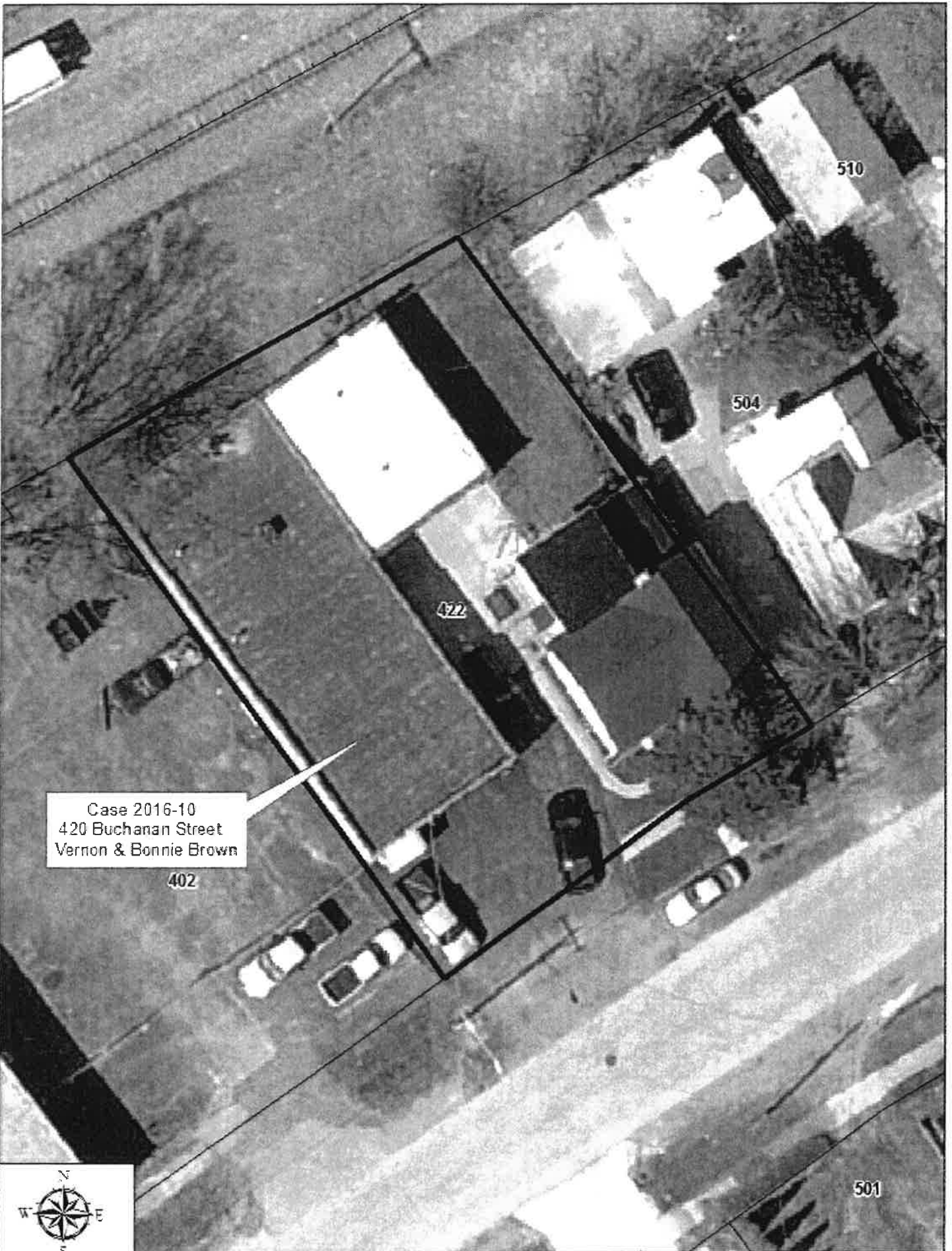
**Review and Recommendation by the Planning and Zoning Commission.** The Planning and Zoning Commission shall review the application, adopt findings of fact, and make a recommendation to the City Council.

**Review and Action by the City Council.** The City Council shall consider the Planning and Zoning Commission's recommendation regarding the proposed special use. The City Council may approve or deny the special use as originally proposed, may approve the proposed special use with modifications or may remand the matter back to the Planning and Zoning Commission for further discussion or hearing. The City Council's approval of the requested special use shall be considered the approval of a unique request, and shall not be construed as precedent for any other proposed special use.

## **ATTACHMENTS**

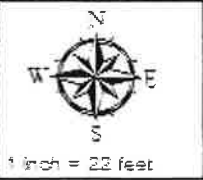
1. Location Map by Planning Staff.
2. Aerial photo by Planning Staff.
3. Site plan submitted by the Applicant.
4. Application and narrative submitted by Applicant.
5. Letter submitted by Jennifer Becker, Boone County Soil and Water District dated May 16, 2016.
6. Letter submitted by William Hatfield, Boone County Health Department dated June 27, 2016.
7. E-mail sent from Belvidere Fire Department, Craig Wilcox, June 30, 2016.





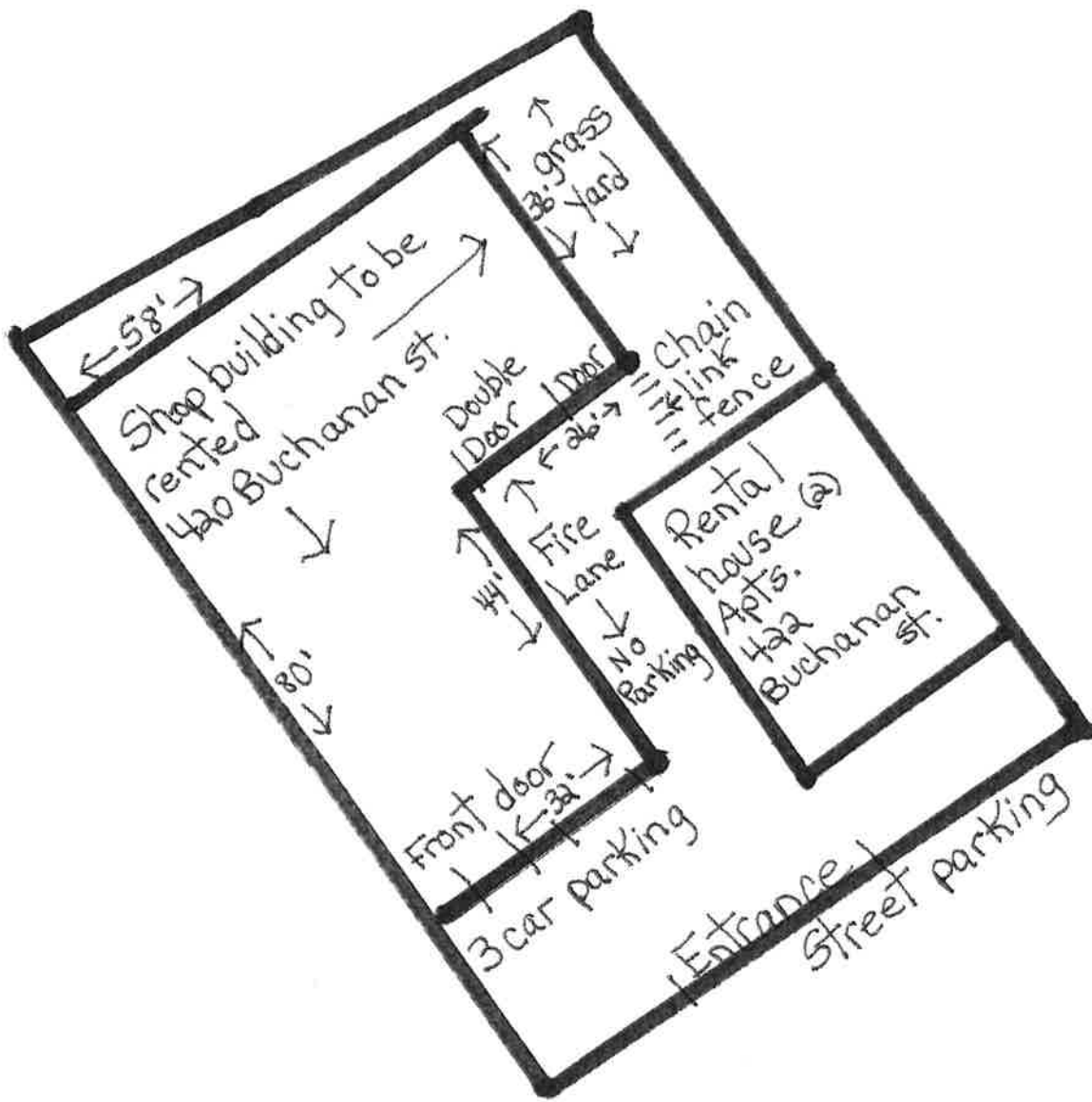
Case 2016-10  
420 Buchanan Street  
Vernon & Bonnie Brown

402



1 inch = 22 feet





420/422 Buchanan St., Belvidere, IL 61008

CITY OF BELVIDERE

Community Development



401 WHITNEY BLVD. SUITE 300 BELVIDERE, IL 61008 P. 815-544-5271 F. 815-544-9214

APPLICATION FOR SPECIAL USE

FOR OFFICE USE ONLY

Case Number 2016-10
Filing Date 5/16/2016
Zone District NB

PZC Date 6/14/16
CC Date 6/20/16
CC Date 7/5/16

If this application is approved, it is understood that it shall only authorize the special use described in the application with any conditions placed on the special use per the governing body. If the conditions are not met and/or the use is not established (or substantially underway) within one (1) year from the date of approval, the special use shall be null and void.

1) The address or general location of the property for which this application is filed is: 420 Buchanan St., Belvidere, IL 61008 and its Parcel Identification Number is: 05-25-377-008 and the legal description for the subject property is: Lot 22, Block, Tract, Subdivision Name (NOTE - If there is no lot, block, or tract, then attach a legal boundary description hereto.)

2) Applicant Name: Vernon L. & Bonnie L. Brown
Mailing address: 455 N. Appleton Rd., Belvidere, IL Zip: 61008
Daytime Phone: 815-985-8309 Fax: Email: brownbo54@gmail.com

3) Property Owner Name: Vernon L. & Bonnie L. Brown
Mailing Address: 455 N. Appleton Rd., Belvidere, IL Zip: 61008
Daytime Phone: 815-985-8309 Fax: N/A

4) Attorney Name: N/A
Mailing Address: Zip:
Daytime Phone: Fax: Email:

5) **Contact Person (if different from Applicant):** In order to reduce confusion, the staff requests one contact person be designated to discuss issues concerning this petition.

Name: N/A

Mailing Address: \_\_\_\_\_

Zip: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

6) Describe the current use of the subject property: Vacant

7) List the Special Use, as specified within the Zoning Ordinance, that you are seeking the approval of and describe the proposed use of the subject property in detail:

Special use for an auto body repair shop/and/or auto mechanic shop. Was used as an Auto Body shop from 1970 to 2010, 40 yrs.

8) Total number of acres the Special Use will occupy: Building is 3496 sq. ft.

9) **LIST THE OWNERS OF RECORD:** *Applicants* shall provide on a separate sheet of paper or have the Community Development staff list the owner of record for all the properties located within 250 feet of the subject property (exclusive of right-of-ways). This information is found at the Supervisor of Assessments Office, 1208 Logan Ave. Verifying the accuracy of information is the responsibility of the applicant (use additional pages if necessary).

10) **SUPPORTING INFORMATION:** Attach a vicinity map and a site plan drawn to scale regarding your proposal. Illustrate any existing and proposed buildings, parking and loading areas, traffic access and circulation drives, open space, landscaping, utilities, signs, refuse and service areas, and dimensions of setbacks and yard areas, as they apply to this application and as may be required by the Zoning Ordinance. Also include a detailed written statement relative to the above listed requirements, fully explaining your proposal and any measures to mitigate negative affects of your proposal on neighboring properties.

Incomplete applications will be returned to the applicant after sixty (60) days.

**Natural Resource Information:** Pursuant to state law, a copy of this application is to be provided to the Boone County Soil and Water Conservation District (SWCD). The SWCD is located at 211 N. Appleton Road, P.O. Box 218, Belvidere, and may be contacted at (815) 544-2677. Their business hours are Monday through Friday 8:00 a.m. to 4:30 p.m. An application fee is required. The SWCD has thirty (30) days to respond and provide their Natural Resource Information (NRI) Report to the Community Development Department. **The SWCD must send a report to the Community Development Department for your application to proceed.**

May 16, 2016

City of Belvidere Community Development  
401 Whitney Blvd. Suite 300  
Belvidere, IL 61008

RE: Application for Special Use for property at 420 Buchanan St. Belvidere, IL 61008  
Property Index #05-25-377-008

To Whom it may concern:

We are applying for a Special Use for our property listed above. The above mentioned property was Vernon L. Brown's Body Shop called "Mickey's Body Shop" from 1970 until the time of retirement in 2010. We chose to rent out the building instead of selling it. We rented the building to Rey's Body Shop until July 31, 2013, see paid receipt attached.

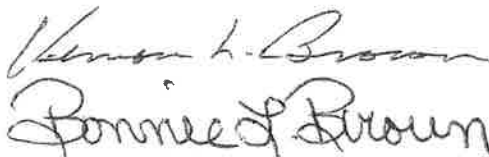
Now we would like to be able to rent the space out to another occupant that would like to operate either an Auto Body Repair shop or an Auto Mechanic shop. At this time the building is empty and we are looking for an occupant.

See Application and other documents attached showing an illustration of our property, tax index number, and legal description.

Please note, there are two buildings on this parcel, a cement block building and a two story home that we rent out an upper and lower apartment. The cement block building is called 420 Buchanan Street and the home is called 422 and 422 ½ Buchanan Street. The Special Use is only requested for 420 Buchanan Street, Belvidere, IL 61008

Thank you for your time and consideration.

Sincerely,



Vernon L. Brown & Bonnie L. Brown  
455 N. Appleton Rd.  
Belvidere, IL 61008

idi/BLB

**RECEIPT**

date 7 / 30 / 13 no. 938022  
received from Reys B.S. \$ 1530.00  
amount 1530.00 dollars  
for payment of Rent + Garbage  
 cash  money order  credit card  check # 1476  
amount due 

amount paid		
balance		

 from 7-1-13 to 8-1-13  
signature [Signature] 885WS

Last rent receipt from Reys Body Shop  
was in the building through July 31st 2013



Boone County  
**Soil & Water**  
Conservation District

211 N. Appleton Road  
PO Box 218  
Belvidere, IL 61008  
815-544-2677 ext. 3  
FAX 815-544-4281

May 16, 2016

**SWCD NRI #: 1498**

Dear Sir/Madam,

A request for a Natural Resource Information Report was submitted for the property listed in this letter. We will supply a written reply to you office as indicated below:

Our review does not apply in this instance.  
 Other (see attached)

**Location of Site:** 420 Buchanan St. Belvidere, IL 61008

**PIN(S): 05-25-377-008**

**Contact:**

Vernon and Bonnie Brown  
Address: 455 N. Appleton Rd.  
Belvidere, IL 61008  
Phone: 815-985-8309  
E-Mail: brownbo54@gmail.com

**Petitioner:**

Vernon and Bonnie Brown  
Address: 455 N. Appleton Rd.  
Belvidere, IL 61008  
Phone: 815-985-8309  
E-Mail: brownbo54@gmail.com

**Owner:**

Vernon and Bonnie Brown  
Address: 455 N. Appleton Rd.  
Belvidere, IL 61008  
Phone: 815-985-8309  
E-Mail: brownbo54@gmail.com

**Request:** Special Use for body shop rental

Sincerely,

Jennifer Becker  
Boone County Soil & Water  
Conservation District



Boone County  
DEPARTMENT OF  
PUBLIC HEALTH

1204 Logan Avenue ♦ Belvidere, Illinois 61008

Main Office: 815-544-2951 ♦ Clinic: 815-544-9780  
Fax: 815-544-2050 www.boonehealth.org

*The mission of the BCDPH is to protect and promote health in Boone County.*

June 27, 2016

Gina DelRose  
Community Development Planer  
401 Whitney Blvd Suite 300  
Belvidere, IL 61008

FAX 815-547-0789

Re: 2016-10, Brown, 420 Buchanan Street

Dear Gina,

We are in receipt of the special use permit for the above referenced case.

The Boone County Health Department has no comments or concerns.

Thank you,

William L. Hatfield  
Director of Environmental Health

## Gina DelRose

---

**From:** Craig Wilcox <wilcox.bfd@gmail.com>  
**Sent:** Thursday, June 30, 2016 3:59 PM  
**To:** Gina DelRose  
**Subject:** Re: notices

Gina

The following are the responses from the Fire Department on each case.

1. 2016-10 Because of the use group and laps in time since the last one was conducted, it has the potential for a major fire/life safety issues. It is requested that prior to opening for business that our office complete a fire/life safety inspection. The earlier in the process that this is conducted the less delay occurs to opening.
2. 2016-11 No issues exist at this time.
3. 2016-12 Concur on amendments
4. 2016-13 No issues exist at this time.
5. 2016-14 No issues exist at this time.
6. 2016-15 Maintain 300' hydrant spacing and one at each intersection.

Lt. Wilcox  
Belvidere Fire Department  
Inspection Bureau  
815.544.2242 Office  
815.601.7857 Cell



## ORDINANCE # 303H

### AN ORDINANCE AMENDING CHAPTER 150, ZONING ORDINANCE, OF THE MUNICIPAL CODE (Downtown Overlay Boundaries, Metal Siding and Industrial Building Height)

**WHEREAS**, the City of Belvidere has adopted Chapter 150 (Zoning Ordinance) of the Belvidere Municipal Code pursuant to the Illinois Compiled Statutes to establish and set forth regulations pertaining to the use and development of land, buildings and structures in the City; and,

**WHEREAS**, it is necessary and desirable to periodically amend the Zoning Ordinance in response to changes in technology, business and development practices, community standards and to improve administration and enforcement procedures; and,

**WHEREAS**, after due notice, the Planning and Zoning Commission held a public hearing to consider an amendment of the Zoning Ordinance on July 12, 2016 and has transmitted its recommendation on the matter to the City Council; and,

**WHEREAS**, the City Council has considered the Planning and Zoning Commission's recommendation.

**NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF BELVIDERE, BOONE COUNTY, ILLINOIS, AS FOLLOWS:**

**Section 1.** That Section 150.908 Downtown Design Overlay Zoning District (B) Designation of Downtown Design Overlay Zoning District, be and is hereby amended, to read as follows:

**(B) Designation of Downtown Design Overlay Zoning District Boundaries.** All properties having frontage on either side of the street along North State Street between West Madison Avenue and the Kishwaukee River; South State Street between the Kishwaukee River and West Second Street; and Logan Avenue between South State Street and South Main Street are included in the Downtown Overlay District, excluding the property located at the southeast corner of South State Street and Logan Avenue commonly known as 600 South State Street (Lots 1 through 5, Block 2 and Lots 1,2 and 10 and the east 33 feet of Lot 6, Block 6, Cohoon and Allens Addition); and excluding the property commonly known as 620-624 South State Street (the west 132 feet of Lot Six, Block Six of Cohoon and Allen Addition.

**Section 2.** That Section 150.710 Building Design and Exterior Construction Material Standards (C) I-90 Industrial Corridor Building Exterior, be and is hereby amended, to read as follows:

**(C) I-90 Industrial Corridor Building Exterior:** Those properties that are zoned Planned Industrial (PI) and General Industrial (GI) Districts that lay south of Grant

Highway and those properties that lay north of Grant Highway and are bounded by the Union Pacific Railroad, Townhall Industrial Park and I-90. Colors, materials, finishes, and building form shall be coordinated in a consistent manner on the front, side, and rear exterior walls. Materials shall be one of the following:

- (1) Hard burned clay brick color and texture to be approved.
- (2) Concrete masonry. Units shall be those generally described by the National Concrete Masonry Association as "customized architectural concrete masonry units" or shall be broken faced brick type units with marble aggregate or split face or broke off concrete block. There shall be no exposed concrete block on the exterior of any building. Any concrete masonry units that have a gray cement color shall be coated.
- (3) Concrete may be poured in place, tilt-up or pre-cast. Poured in place and tilt-up walls shall have a finish of stone, a texture or a coating. Textured finishes, except in special cases, shall be coated. Pre-cast units which are not uniform in color shall be coated. Coating shall be an approved cementitious or epoxy type with a ten (10) year minimum life expectancy.
- (4) Natural stone. Crushed aggregate or other stone based materials adhered to a siding style wall shall not be regarded as natural stone.
- (5) Glass curtain walls.
- (6) Metal siding may be used only in combination with one of the approved materials unless the metal siding mimics or is consistent in appearance with other permitted materials. Metal siding may only be used with the prior approval of staff to ensure compliance with this Section. Any metal siding proposed for use shall be entirely coated with a colorfast, abrasion and corrosion resistant, long life (minimum of 20 years) finish that is resistant to chemicals, withstands temperature extremes, and has a low permeability. Such panels shall be insulated (facing shall carry a U.L. Approval), have a vapor barrier and have a minimum 8 foot (from floor) interior wear wall. Any material utilized to attach the metal siding to the building shall be concealed or the utilization of shadow panels or semi-concealed fastener panels with fasteners painted to match the panels shall be required.
- (7) Other materials approved by City Staff.
- (8) The building exterior requirements of this Section are intended to be minimum requirements and more stringent requirements may be imposed by City Staff, taking into consideration public interests such as coordinating a consistent appearance and quality of construction with adjacent structures, the size of the

proposed structure, the topography of the site, and the proximity of the structure to public rights-of-way.

- (9) Notwithstanding anything to the contrary within this Chapter, buildings constructed prior to the adoption of this Chapter located within the PI or GI districts may be expanded and/or renovated without complying with the regulations found within § 150.710 (C).

**Section 3.** That Section 150.105 Purpose and Intent of Standard Zoning Districts (C) Nonresidential Districts (7) Planned Industrial (PI) District; (8) General Industrial (GI) District and (9) Heavy Industrial (HI) District, be and is hereby amended, to read as follows:

**(7)Planned Industrial (PI) District**

**(G)(2) Nonresidential Bulk Requirements:**

Minimum Lot Area: 20,000 sf. ft.

Minimum Lot Width: 90 feet; Minimum Street Frontage: 40 feet

**(C) Minimum Setbacks:**

Building to Front or Street Side Lot Line: 30 feet

Building to Residential Side Lot Line: 20 feet

Building to Residential Rear Lot Line: 20 feet

Building to Nonresidential Side Lot Line: 15 feet

Building to Nonresidential Rear Lot Line: 20 feet

Required Bufferyard: See §150.607 along zoning district boundary

Minimum Paved Surface Setback: 5 feet from side or rear; 5 feet from street; (driveways established prior to adoption date of this ordinance are exempted)

(D) Minimum Building Separation: 40 feet

(E) Maximum Building Height: 45 feet or greater with Special Use permit, except for buildings that house mechanical equipment that requires up to an additional 10 feet for clearance. This additional height cannot occupy more than 50% of the building.

(F) Minimum Number of Off-Street Parking Spaces Required on the Lot:  
See parking lot requirements per specific land use in §150.204

**(8) General Industrial (GI) District**

**(G)(2) Nonresidential Bulk Requirements:**

Minimum Lot Area: 20,000 square feet

Minimum Lot Width: 90 feet; Minimum Street Frontage: 40 feet

**(C) Minimum Setbacks:**

Building to Front or Street Side Lot Line: 45 feet

Building to Residential Side Lot Line: 50 feet

Building to Residential Rear Lot Line: 30 feet

Building to Nonresidential Side Lot Line: 20 feet

Building to Nonresidential Rear Lot Line: 20 feet

Required Bufferyard: See §150.607 along zoning district boundary

Minimum Paved Surface Setback: 5 feet from side or rear; 5 feet from street; (driveways established prior to adoption date of this ordinance are exempted)

(D) Minimum Building Separation: 40 feet

(E) Maximum Building Height: 45 feet or greater with Special Use permit, except for buildings that house mechanical equipment that requires up to an additional 10 feet for clearance. This additional height cannot occupy more than 50% of the building.

(F) Minimum Number of Off-Street Parking Spaces Required on the Lot: See parking lot requirements per specific land use in §150.204

#### **(9) Heavy Industrial (HI) District**

##### **(G)(2) Nonresidential Bulk Requirements:**

Minimum Lot Area: 20,000 square feet

Minimum Lot Width: 90 feet; Minimum Street Frontage: 40 feet

##### **(C) Minimum Setbacks:**

Building to Front or Street Side Lot Line: 45 feet

Building to Residential Side Lot Line: 50 feet

Building to Residential Rear Lot Line: 40 feet

Building to Nonresidential Side Lot Line: 20 feet

Building to Nonresidential Rear Lot Line: 20 feet

Required Bufferyard: See §150.607 along zoning district boundary

Minimum Paved Surface Setback: 5 feet from side or rear; 5 feet from street; (driveways established prior to adoption date of this ordinance are exempted)

(D) Minimum Building Separation: 40 feet

(E) Maximum Building Height: 45 feet or greater with Special Use permit, except for buildings that house mechanical equipment that requires up to an additional 10 feet for clearance. This additional height cannot occupy more than 50% of the building.

(F) Minimum Number of Off-Street Parking Spaces Required on the Lot: See parking lot requirements per specific land use in §150.204

**PASSED** by the City Council of the City of Belvidere this \_\_\_\_ day of \_\_\_\_\_, 2016.

**APPROVED** by the Mayor of the City of Belvidere this \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Michael W. Chamberlain, Mayor

**ATTEST:**

\_\_\_\_\_  
Shauna Arco, City Clerk

Ayes: \_\_\_\_ Nays: \_\_\_\_ Absent \_\_\_\_

City Council Members Voting Aye: \_\_\_\_\_

City Council Members Voting Nay: \_\_\_\_\_

Date Published:

Sponsor: \_\_\_\_\_

CITY OF BELVIDERE

*Community Development*



BUILDING DEPARTMENT

PLANNING DEPARTMENT

401 WHITNEY BLVD. SUITE 300 BELVIDERE, IL 61008 \* PH (815)547-7177 FAX (815)547-0789

July 5, 2016  
Amended July 12, 2016

**ADVISORY REPORT**

**CASE NO:** 2016-12

**APPLICANT:** City of Belvidere

**REQUEST:**

The City of Belvidere is proposing amendments to the Zoning Ordinance, adopted March 6, 2006 and amended thereafter. The proposed amendments pertain to Section 150.908 Downtown Design Overlay Zoning District, Section 150.710 Building Design and Exterior Construction Material Standards and Section 150.105 Purpose and Intent of Standard Zoning Districts (C) Nonresidential Districts (specifically Planned Industrial, General Industrial and Heavy Industrial) pursuant to the Belvidere Zoning Ordinance, Section 150.902 Amendment of Zoning Regulations (Text Amendments). The proposed language is below.

The methods used to show changes are:

xxxxxxxxxx = (Standard text) existing text within the zoning code; no changes proposed.

~~xxxxxxxxxx~~ = (Strike through text) text that is proposed to be deleted from the zoning code.

xxxxxxxxxx = (Highlighted and underlined text) new text that is proposed to be inserted into the zoning code.

**§150.908: Downtown Design Overlay Zoning District**

**(B) Designation of Downtown Design Overlay Zoning District Boundaries.** All properties having frontage on either side of the street along North State Street between West Madison Avenue and the Kishwaukee River; South State Street between the Kishwaukee River and West Second Street; and Logan Avenue between South State Street and South Main Street are included in the Downtown Overlay District, excluding the property located at the southeast corner of South State Street and Logan Avenue commonly known as 600 South State Street (Lots 1 through 5, Block 2 and Lots 1,2 and 10 and the east 33 feet of Lot 6, Block 6, Cohoon and Allens Addition); and excluding the property commonly known as 620-624 South State Street (the west 132 feet of Lot Six, Block Six of Cohoon and Allen Addition).

**§150.710: Building Design and Exterior Construction Material Standards**

**(C) I-90 Industrial Corridor Building Exterior:** Those properties that are zoned Planned Industrial (PI) and General Industrial (GI) Districts that lay south of Grant Highway and those properties that lay north of Grant Highway and are bounded by the Union Pacific Railroad, Townhall Industrial Park and I-90. Colors, materials, finishes, and building form shall be

coordinated in a consistent manner on the front, side, and rear exterior walls. Materials shall be one of the following:

- (1) Hard burned clay brick color and texture to be approved.
- (2) Concrete masonry. Units shall be those generally described by the National Concrete Masonry Association as "customized architectural concrete masonry units" or shall be broken faced brick type units with marble aggregate or split face or broke off concrete block. There shall be no exposed concrete block on the exterior of any building. Any concrete masonry units that have a gray cement color shall be coated.
- (3) Concrete may be poured in place, tilt-up or pre-cast. Poured in place and tilt-up walls shall have a finish of stone, a texture or a coating. Textured finishes, except in special cases, shall be coated. Pre-cast units which are not uniform in color shall be coated. Coating shall be an approved cementitious or epoxy type with a ten (10) year minimum life expectancy.
- (4) Natural stone. Crushed aggregate or other stone based materials adhered to a siding style wall shall not be regarded as natural stone.
- (5) Glass curtain walls.
- (6) Metal siding may be used only in combination with one of the approved materials ~~and with approval of City Staff~~ unless the metal siding mimics or is consistent in appearance with other permitted materials. Metal siding may only be used with the prior approval of staff to ensure compliance with this Section. ~~Metal siding may be utilized only on the side and rear building walls that do not face an adjacent street. The first 25 feet of any building side wall or 25 percent of the side wall surface, whichever is greater, and 25 percent of the rear wall (excluding door, window or other openings, shall be constructed of the materials listed under (1) through (5), above.~~ Any metal siding proposed for use shall be entirely coated with a colorfast, abrasion and corrosion resistant, long life (minimum of 20 years) finish that is resistant to chemicals, withstands temperature extremes, and has a low permeability. Such panels shall be insulated (facing shall carry a U.L. Approval), have a vapor barrier and have a minimum 8 foot (from floor) interior wear wall. Any material utilized to attach the metal siding to the building shall be concealed or the utilization of shadow panels or semi-concealed fastener panels with fasteners painted to match the panels shall be required.
- (7) Other materials approved by City Staff.
- (8) The building exterior requirements of this Section are intended to be minimum requirements and more stringent requirements may be imposed by City Staff, taking into consideration public interests such as coordinating a consistent appearance and quality of construction with adjacent structures, the size of the proposed structure, the topography of the site, and the proximity of the structure to public rights-of-way.



- (9) Notwithstanding anything to the contrary within this Chapter, buildings constructed prior to the adoption of this Chapter located within the PI or GI districts may be expanded and/or renovated without complying with the regulations found within § 150.710 (C).

**§150.105: Purpose and Intent of Standard Zoning Districts (C) Nonresidential Districts**

**(7)Planned Industrial (PI) District**

**(G)(2) Nonresidential Bulk Requirements:**

Minimum Lot Area: 20,000 sf. ft.

Minimum Lot Width: 90 feet; Minimum Street Frontage: 40 feet

**(C) Minimum Setbacks:**

Building to Front or Street Side Lot Line: 30 feet

Building to Residential Side Lot Line: 20 feet

Building to Residential Rear Lot Line: 20 feet

Building to Nonresidential Side Lot Line: 15 feet

Building to Nonresidential Rear Lot Line: 20 feet

Required Bufferyard: See §150.607 along zoning district boundary

Minimum Paved Surface Setback: 5 feet from side or rear; 5 feet from street;  
(driveways established prior to adoption date of this ordinance are exempted)

(D) Minimum Building Separation: 40 feet

(E) Maximum Building Height: 45 feet or greater with Special Use permit, except for buildings that house mechanical equipment that requires up to an additional 10 feet for clearance. This additional height cannot occupy more than 50% of the building.

(F) Minimum Number of Off-Street Parking Spaces Required on the Lot: See parking lot requirements per specific land use in §150.204

**(8) General Industrial (GI) District**

**(G)(2) Nonresidential Bulk Requirements:**

Minimum Lot Area: 20,000 square feet

Minimum Lot Width: 90 feet; Minimum Street Frontage: 40 feet

**(C) Minimum Setbacks:**

Building to Front or Street Side Lot Line: 45 feet

Building to Residential Side Lot Line: 50 feet

Building to Residential Rear Lot Line: 30 feet

Building to Nonresidential Side Lot Line: 20 feet

Building to Nonresidential Rear Lot Line: 20 feet

Required Bufferyard: See §150.607 along zoning district boundary

Minimum Paved Surface Setback: 5 feet from side or rear; 5 feet from street;  
(driveways established prior to adoption date of this ordinance are exempted)

(D) Minimum Building Separation: 40 feet



- (E) Maximum Building Height: 45 feet or greater with Special Use permit, except for buildings that house mechanical equipment that requires up to an additional 10 feet for clearance. This additional height cannot occupy more than 50% of the building.
- (F) Minimum Number of Off-Street Parking Spaces Required on the Lot: See parking lot requirements per specific land use in §150.204

**(9) Heavy Industrial (HI) District**

**(G)(2) Nonresidential Bulk Requirements:**

Minimum Lot Area: 20,000 square feet

Minimum Lot Width: 90 feet; Minimum Street Frontage: 40 feet

**(C) Minimum Setbacks:**

Building to Front or Street Side Lot Line: 45 feet

Building to Residential Side Lot Line: 50 feet

Building to Residential Rear Lot Line: 40 feet

Building to Nonresidential Side Lot Line: 20 feet

Building to Nonresidential Rear Lot Line: 20 feet

Required Bufferyard: See §150.607 along zoning district boundary

Minimum Paved Surface Setback: 5 feet from side or rear; 5 feet from street; (driveways established prior to adoption date of this ordinance are exempted)

(D) Minimum Building Separation: 40 feet

(E) Maximum Building Height: 45 feet or greater with Special Use permit, except for buildings that house mechanical equipment that requires up to an additional 10 feet for clearance. This additional height cannot occupy more than 50% of the building.

(F) Minimum Number of Off-Street Parking Spaces Required on the Lot: See parking lot requirements per specific land use in §150.204

**BACKGROUND AND SUMMARY OF FINDINGS:**

Section 150.908(B) defines the boundaries of the Downtown Overlay District. Section 150.106(C) also defines the boundaries of the Downtown Overlay District. Ordinances 278H and 975G approved the removal of the Alpine Bank building and the Bush Gardens building from the Downtown Overlay District. The amendments correctly removed these properties from the boundary defined in Section 150.106(C) but not in Section 150.908(B). The request seeks to correct this omission so that the zoning ordinance does not contradict itself.

Section 150.710(C) regulates exterior building materials. In 2006 when the Zoning Ordinance was adopted, metal buildings were primarily constructed in the fashion of pole buildings. Such buildings do not provide for the caliber of construction that the City wished to attract. The buildings provide little to no aesthetic value and do not withstand local weather (buildings often rust, fade and at times get dented). In the last 10 years, the building industry has made great strides in exterior materials. Metal panels are more rust resistant and are available in styles other than vertical panels. The request is to allow the higher end metal materials that are designed to be installed with an appearance similar to poured-in-place, tilt-up or pre-cast concrete panels. This not only allows the City to maintain the aesthetic standards set in place

over a decade ago, it allows developers a material option that is more fiscally viable for large structures.

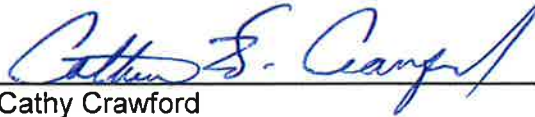
Section 150.105 (7); (8) and (9) regulates bulk requirements within the industrial districts. The zoning ordinance currently limits the height of buildings to 45 feet unless a special use is provided. Limiting building heights is a common practice that allows municipalities to protect nearby residents from potential negative impacts (such as shadows and air flow) and control the aesthetics of the community. The zoning ordinance however, must also be functional for businesses. Due to changes in technology and manufacturing over the last decade, the height limit of 45 feet is not always practical. The planning staff does not believe that height limits should be removed completely due to potential negative impacts. This request allows enough oversight to prevent negative impacts while taking current business standards into consideration.

Based upon this information, planning staff recommends approval of case **2016-12**.

**Submitted by:**

  
\_\_\_\_\_  
Gina DeRose,  
Community Development Planner

**Reviewed by:**

  
\_\_\_\_\_  
Cathy Crawford  
Administrative Assistant

## **ATTACHMENTS**

1. Letter from Boone County Health Department, Bill Hatfield, June 23, 2016.
2. E-mail from Craig Wilcox, Belvidere Fire Department dated June 30, 2016.



Boone County  
DEPARTMENT OF  
PUBLIC HEALTH

1204 Logan Avenue ♦ Belvidere, Illinois 61008

Main Office: 815-544-2951 ♦ Clinic: 815-544-9730  
Fax: 815-544-2030 www.boonehealth.org

*The mission of the BCDPH is to protect and promote health in Boone County.*

June 23, 2016

Gina DelRose  
Community Development Planer  
401 Whitney Blvd Suite 300  
Belvidere, IL 61008

FAX 815-547-0789

Re: City of Belvidere, Zoning Ordinance Amendments (2016-12)

Dear Gina,

We are in receipt of the text amendment for the above referenced case.

The Boone County Health Department has no comments or concerns.

Thank you,

A handwritten signature in black ink that reads "William L. Hatfield". The signature is written in a cursive, flowing style.

William L. Hatfield  
Director of Environmental Health

## Gina DelRose

---

**From:** Craig Wilcox <wilcox.bfd@gmail.com>  
**Sent:** Thursday, June 30, 2016 3:59 PM  
**To:** Gina DelRose  
**Subject:** Re: notices

Gina

The following are the responses from the Fire Department on each case.

1. 2016-10 Because of the use group and laps in time since the last one was conducted, it has the potential for a major fire/life safety issues. It is requested that prior to opening for business that our office complete a fire/life safety inspection. The earlier in the process that this is conducted the less delay occurs to opening.
2. 2016-11 No issues exist at this time.
3. 2016-12 Concur on amendments
4. 2016-13 No issues exist at this time.
5. 2016-14 No issues exist at this time.
6. 2016-15 Maintain 300' hydrant spacing and one at each intersection.

Lt. Wilcox  
Belvidere Fire Department  
Inspection Bureau  
815.544.2242 Office  
815.601.7857 Cell

**MEMO**

**DATE:** July 13, 2016  
**TO:** Mayor and Members of the City Council  
**FROM:** City of Belvidere Planning and Zoning Commission  
**SUBJECT:** Recommendation for Case 2016-12; City of Belvidere

**REQUEST:**

The City of Belvidere is proposing an amendment to the Zoning Ordinance, adopted March 6, 2006 and amended thereafter. The proposed amendment pertains to Section 150.908 Downtown Design Overlay Zoning District, Section 150.710 Building Design and Exterior Construction Material Standards and Section 150.105 Purpose and Intent of Standard Zoning Districts (C) Nonresidential Districts (specifically Planned Industrial, General Industrial and Heavy Industrial).

**RECOMMENDATION:**

The Planning and Zoning Commission motioned to approve case number 2016-12 with no changes. Motion carried with a 5-0 roll call vote.

---

**Andrew Racz, Chairman**  
**City of Belvidere Planning and Zoning Commission**

**ORDINANCE #304H**

**AN ORDINANCE GRANTING A ZONING DISTRICT CHANGE  
FROM MR-8S, MULTI-FAMILY RESIDENTIAL-8 SMALL  
TO PB, PLANNED BUSINESS DISTRICT  
(1210 West Locust Street)**

**WHEREAS**, a written application has been made by Mike Thomas (applicant and owner) to obtain a zoning district change from MR-8S, Multi-family Residential-8 Small District to PB, Planned Business District pursuant to applicable provisions of the Zoning Ordinance (Chapter 150 of the Belvidere Municipal Code) of the City of Belvidere, Illinois; and,

**WHEREAS**, the application for a zoning district change was published in a newspaper of general circulation that is distributed within the City of Belvidere in accordance to Illinois State Statutes; and,

**WHEREAS**, after due notice the Planning and Zoning Commission held a public hearing on July 12, 2016 to consider the zoning map amendment and has transmitted its findings of fact and recommendation on the matter to the City Council; and,

**WHEREAS**, the City Council has considered the Planning and Zoning Commission's findings of fact and recommendation.

**NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF BELVIDERE, ILLINOIS, AS FOLLOWS:**

**Section 1.** The zoning for the following property legally described as:

A part of the Northwest Quarter (1/4) of Section Thirty-Five (35) in Township Forty-four (44) North of Range Three (3) East of the Third Principal Meridian, described as: Commencing at the intersection of the South line of River road (now W. Locust Street) and the East line of Stone Quarry Road running on the Section line between Sections 34 and 35 in said Township and Range being a point on the River Road (now W. Locust Street) 2 rods East of the West line on Lot Nine (9) of a certain plat of said Quarter (1/4) Section made by C.S. Moss, County Surveyor, March 28, 1885, recorded in Book 43 of Deeds, page 541, Boone County records, and running thence Easterly along said line of said River Road (now W. Locust Street) 8 rods; running thence South parallel with said Section line to the North line of the right of way lands of the Chicago & Northwestern Railway company; thence Westerly along said line of said right of way lands about 8 rods to the East line of said Section line road; running thence North on said East line of said road (being 2 rods East of the West line of said Section 35) to the place of beginning; EXCEPTING THEREFROM the following described property: That part of the North half (1/2) of the Northwest

Quarter (1/4) of Section 35 Township 44 North Range 3 East of the Third Principal meridian, lying Southerly of a line parallel with and distant 40 feet Northerly, measured at right angles, from the center line of the main track of the Galena and Chicago Union Railroad Company (now the Chicago and Northwestern Transportation Company), as said main track center line was originally located and established across said Section 35, lying Easterly of the East line of Stone Quarry Road, lying Westerly of the West line of Columbia Avenue; and lying Northerly of a line parallel with and distant 25 feet Northerly, measured at right angles, from the center line of the main track of the Chicago and Northwestern Transportation Company, as said main track is now located; situated in the County of Boone and State of Illinois, City of Belvidere. PIN: 05-35-102-001

is changed and amended from MR-8S, Multi-family Residential-8 Small District to PB, Planned Business District; the Belvidere Official Zoning Map shall be modified to reflect this zoning amendment.

A location map identifying the subject property is herein attached and made a part of this Ordinance (attachment A).

**Section 2.** This Ordinance shall be in full force and effect from and after its passage, approval and publication in the pamphlet form as provided by law.

**PASSED** by the City Council of the City of Belvidere this \_\_\_\_\_ day of \_\_\_\_\_ 2016.

**APPROVED** by the Mayor of the City of Belvidere this \_\_\_\_\_ day of \_\_\_\_\_ 2016.

\_\_\_\_\_  
Mike Chamberlain, Mayor

**ATTEST:**

\_\_\_\_\_  
Shauna Arco, City Clerk



Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

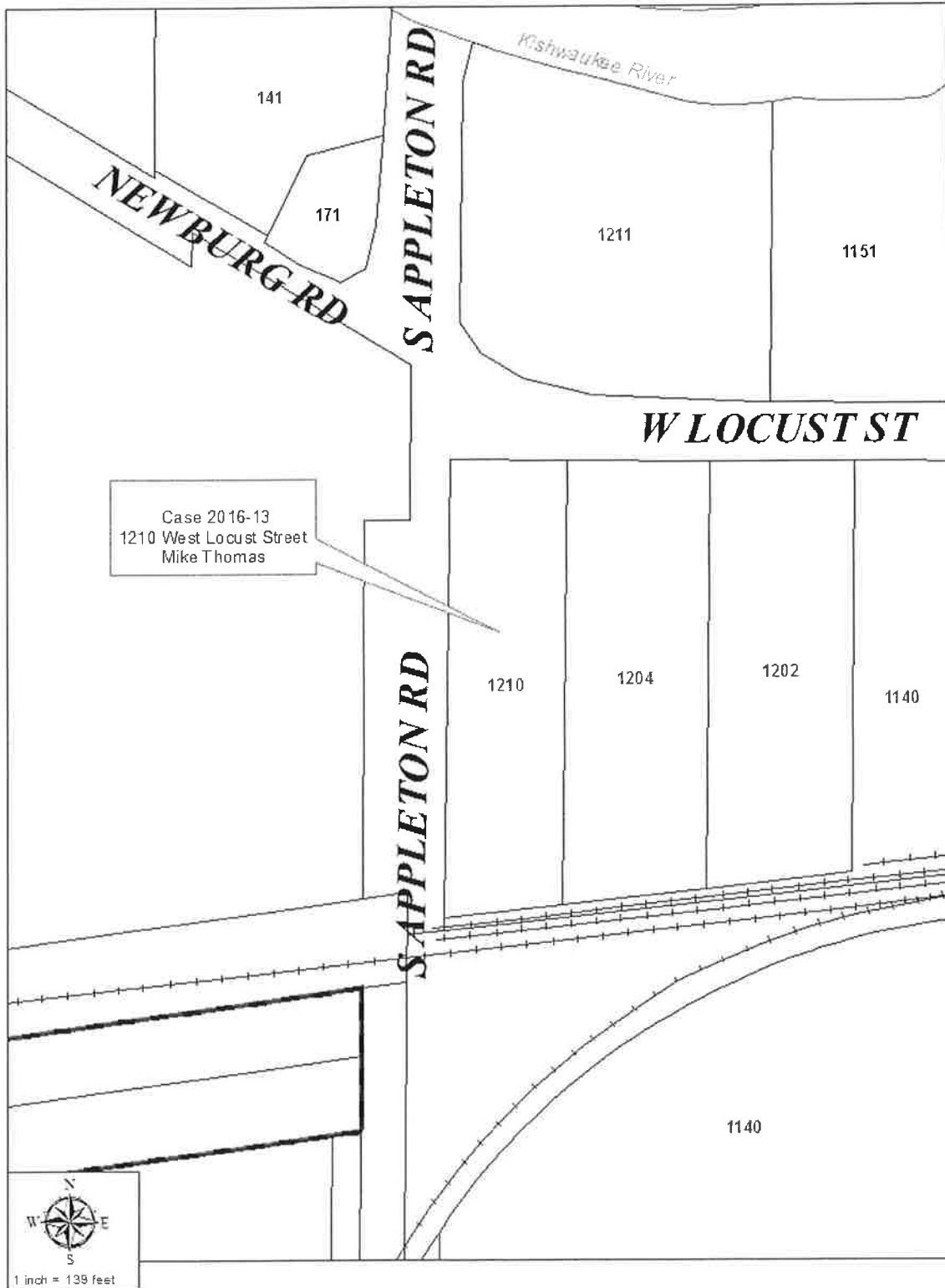
City Council Members Voting Aye:

City Council Members Voting Nay:

Date Published:

Sponsor: \_\_\_\_\_

# ATTACHMENT A



## MEMO

**DATE:** July 13, 2016  
**TO:** Mayor and Members of the City Council  
**FROM:** City of Belvidere Planning and Zoning Commission  
**SUBJECT:** Findings of Fact for Case 2016-13; 1210 W. Locust Street

### **REQUEST AND LOCATION:**

The applicant and owner, Mike Thomas, PO Box 663, Belvidere, IL 61008 is requesting a map amendment (rezoning) at 1210 West Locust Street, Belvidere, IL 61008 from MR-8S, Multi-family Residential-8 Small District to PB, Planned Business District pursuant to the Belvidere Zoning Ordinance Section 150.903 Amendment of Official Zoning Map. The property is 1.46 acres, rectangular in shape and located in Belvidere Township (PIN: 05-35-102-001). The property is developed with an accessory structure but no primary structure.

### **FINDINGS OF FACT:**

Per Section 150.903 (D) of the City of Belvidere Zoning Ordinance, the criteria for granting an Amendment of the Official Zoning Map are as follows:

#### **A. Existing uses and intensities of property within the general area of the property in question.**

Findings:

**Subject property:** Garage and a large yard

**Adjacent properties**

**North:** Bel-Bo Mobile Home Park

**South:** Vacant land and railroad tracks

**West:** Vacant land (city owned)

**East:** Residential

The property is surrounded by a mix of land uses ranging from residential to light industrial. The vacant property to the west, which is owned by the City, is intended to be utilized for institutional purposes in the future. Locust Street/Newburg Road is one of the three roads that connects Belvidere to Rockford and is developed with a wide variety of land uses.

#### **B. The zoning classification of property within the general area of the property in question.**

Findings:

**Subject property:** MR-8S, Multi-family Residential-8 Small District

**Adjacent properties**

**North:** MR-8S, Multi-family Residential-8 Small District

**South:** GI, General Industrial District

**West:** I, Institutional District

**East:** MR-8S, Multi-family Residential-8 Small District

The two properties to the east that contain residential structures are depicted as planned business in the comprehensive plan (they were part of the 2008 amendment). East of those properties is the general industrial zoned Central Grain Company which has operated in that location for decades.

In addition to the subject property, the Locust Street/Newburg Road-Appleton Road intersection is comprised of a mobile home park (MR-8S), a bar (General Business), and vacant land (Institutional) that is intended to be used for city purposes.

**C. The suitability of the property in question for the uses permitted under the existing zoning classification.**

Findings: The property is suitable for residential land uses; it can be subdivided and meet the minimum lot size requirements for two residential parcels. The cost of demolishing the accessory structure is not a deterrent for residential development.

Due to the location of the property being at the intersection of two main thoroughfares and its size of approximately 1.5 acres, it is also very suitable for commercial land uses. These factors were reviewed in 2008 when the comprehensive plan was amended to reflect the future development of the parcel as commercial.

**D. The trend of development, if any, in the general area of the property in question, including changes (such as the presence of new roads or other infrastructure, additional development, annexation, or other zoning changes), if any, that may have taken place since the day the property in question was placed in its present zoning classification and that make the property more appropriate for a different zoning district.**

Findings: The City of Belvidere's first zoning ordinance and map were adopted in 1956. The portion of Locust Street is established and many of the structures (both residential, commercial and industrial) have been in existence for decades.

Although the property can be developed as residential, it is also suited for commercial land uses. Since 1956 the city limits have greatly expanded to the north and west. The amount of traffic on Appleton and Locust Street/Newburg Road has increased significantly.

**E. Whether the proposed amendment is consistent with the plans and policies of the Comprehensive plan adopted by the City of Belvidere.**

Findings:

**Subject property:** Planned Business

**Adjacent properties**

**North:** Passive Recreation

**South:** Planned Industrial

**West:** Institutional

**East:** Planned Business

The proposed rezoning is consistent with the comprehensive plan. In 2008, the applicant petitioned to amend the comprehensive plan to designate the property planned business.

Ordinance 944G was approved, amending the request for not only the subject property but the two residential properties to the east.

**F. Whether the proposed Official Zoning Map amendment furthers the purposes of the Zoning Ordinance and the applicable rules and regulations of the State of Illinois and the Federal Emergency Management Agency (FEMA).**

Findings: The proposed Official Zoning Map amendment will further the purposes of this Chapter and the applicable rules and regulations of the State of Illinois and the Federal Emergency Management Agency (FEMA).

The applicant needs to meet the requirements of all codes and regulations.

**G. Whether a mistake was made in mapping on the Official Zoning Map or if an area is developing in a manner and purpose different from that for which it is mapped.**

Findings: This criterion does not apply to this case.

**There was a motion to adopt the Findings of Fact as presented by the planning staff for case 2016-13, Thomas, 1210 W. Locust Street; the motion carried with a (5-0) roll call vote.**

---

Andrew Racz, Chairman  
Belvidere Planning and Zoning Commission

## MEMO

**DATE:** July 13, 2016  
**TO:** Mayor and Members of the City Council  
**FROM:** City of Belvidere Planning and Zoning Commission  
**SUBJECT:** Recommendation for Case 2016-13; 1210 W. Locust Street

### **REQUEST AND LOCATION:**

The applicant and owner, Mike Thomas, PO Box 663, Belvidere, IL 61008 is requesting a map amendment (rezoning) at 1210 West Locust Street, Belvidere, IL 61008 from MR-8S, Multi-family Residential-8 Small District to PB, Planned Business District pursuant to the Belvidere Zoning Ordinance Section 150.903 Amendment of Official Zoning Map. The property is 1.46 acres, rectangular in shape and located in Belvidere Township (PIN: 05-35-102-001). The property is developed with an accessory structure but no primary structure.

### **RECOMMENDATION:**

The Planning and Zoning Commission recommended the approval of case number 2016-13, Thomas, 1210 W. Locust Street; the motion passed with a (5-0) roll call vote.

---

Andrew Racz, Chairman  
Belvidere Planning and Zoning Commission

**CITY OF BELVIDERE**  
*Community Development*



**BUILDING DEPARTMENT**

**PLANNING DEPARTMENT**

401 WHITNEY BLVD. SUITE 300 BELVIDERE, IL 61008 \* PH (815)547-7177 FAX (815)547-0789

---

July 5, 2016

## **ADVISORY REPORT**

**CASE NO:** 2016-13

**APPLICANT:** Thomas, 1210 West Locust Street

**REQUEST AND LOCATION:**

The applicant and owner, Mike Thomas, PO Box 663, Belvidere, IL 61008 is requesting a map amendment (rezoning) at 1210 West Locust Street, Belvidere, IL 61008 from MR-8S, Multi-family Residential-8 Small District to PB, Planned Business District pursuant to the Belvidere Zoning Ordinance Section 150.903 Amendment of Official Zoning Map. The property is 1.46 acres, rectangular in shape and located in Belvidere Township (PIN: 05-35-102-001). The property is developed with an accessory structure but no primary structure. See the attached aerial photo.

**BACKGROUND:**

The applicant purchased the property in 2003. In 2009, there was a fire and the residence was demolished while the detached garage remained. The applicant has no immediate plans to develop the property but believes that rezoning the property to planned business will make the property more marketable.

In 2008, Ordinance 944G was approved. The ordinance amended the City's Comprehensive Plan to reflect the subject property plus two additional properties to the east as planned business instead of mixed residential. The applicant is requesting that the property located at the southeast corner of Appleton Road and Locust Street be rezoned in compliance with the comprehensive plan.

Recreation, office, personal or professional services, indoor sales or service and indoor maintenance services are lands uses permitted by right in the planned business district. In-vehicle sales or service, commercial entertainment and vehicle repair and maintenance are land uses requiring a special use in the planned business district. Properties zoned planned business shall be a minimum of 20,000 square feet with building setbacks ranging from three feet to 30 feet. The maximum height of permitted buildings is 35 feet and the maximum lot coverage is 75%.

**FINDINGS OF FACT:**

Per Section 150.903 (D) of the City of Belvidere Zoning Ordinance, the criteria for granting an Amendment of the Official Zoning Map are as follows:

**A. Existing uses and intensities of property within the general area of the property in question.**

Findings:

**Subject property:** Garage and a large yard

**Adjacent properties**

**North:** Bel-Bo Mobile Home Park

**South:** Vacant land and railroad tracks

**West:** Vacant land (city owned)

**East:** Residential

The property is surrounded by a mix of land uses ranging from residential to light industrial. The vacant property to the west, which is owned by the City, is intended to be utilized for institutional purposes in the future. Locust Street/Newburg Road is one of the three roads that connects Belvidere to Rockford and is developed with a wide variety of land uses.

**B. The zoning classification of property within the general area of the property in question.**

Findings:

**Subject property:** MR-8S, Multi-family Residential-8 Small District

**Adjacent properties**

**North:** MR-8S, Multi-family Residential-8 Small District

**South:** GI, General Industrial District

**West:** I, Institutional District

**East:** MR-8S, Multi-family Residential-8 Small District

The two properties to the east that contain residential structures are depicted as planned business in the comprehensive plan (they were part of the 2008 amendment). East of those properties is the general industrial zoned Central Grain Company which has operated in that location for decades.

In addition to the subject property, the Locust Street/Newburg Road-Appleton Road intersection is comprised of a mobile home park (MR-8S), a bar (General Business), and vacant land (Institutional) that is intended to be used for city purposes.

**C. The suitability of the property in question for the uses permitted under the existing zoning classification.**

Findings: The property is suitable for residential land uses; it can be subdivided and meet the minimum lot size requirements for two residential parcels. The cost of demolishing the accessory structure is not a deterrent for residential development.

Due to the location of the property being at the intersection of two main thoroughfares and its size of approximately 1.5 acres, it is also very suitable for commercial land uses. These factors were reviewed in 2008 when the comprehensive plan was amended to reflect the future development of the parcel as commercial.

**D. The trend of development, if any, in the general area of the property in question, including changes (such as the presence of new roads or other infrastructure, additional development, annexation, or other zoning changes), if any, that may have**



taken place since the day the property in question was placed in its present zoning classification and that make the property more appropriate for a different zoning district.

Findings: The City of Belvidere's first zoning ordinance and map were adopted in 1956. The portion of Locust Street is established and many of the structures (both residential, commercial and industrial) have been in existence for decades.

Although the property can be developed as residential, it is also suited for commercial land uses. Since 1956 the city limits have greatly expanded to the north and west. The amount of traffic on Appleton and Locust Street/Newburg Road has increased significantly.

**E. Whether the proposed amendment is consistent with the plans and policies of the Comprehensive plan adopted by the City of Belvidere.**

Findings:

**Subject property:** Planned Business

**Adjacent properties**

**North:** Passive Recreation

**South:** Planned Industrial

**West:** Institutional

**East:** Planned Business

The proposed rezoning is consistent with the comprehensive plan. In 2008, the applicant petitioned to amend the comprehensive plan to designate the property planned business. Ordinance 944G was approved, amending the request for not only the subject property but the two residential properties to the east.

**F. Whether the proposed Official Zoning Map amendment furthers the purposes of the Zoning Ordinance and the applicable rules and regulations of the State of Illinois and the Federal Emergency Management Agency (FEMA).**

Findings: The proposed Official Zoning Map amendment will further the purposes of this Chapter and the applicable rules and regulations of the State of Illinois and the Federal Emergency Management Agency (FEMA).

The applicant needs to meet the requirements of all codes and regulations.

**G. Whether a mistake was made in mapping on the Official Zoning Map or if an area is developing in a manner and purpose different from that for which it is mapped.**

Findings: This criterion does not apply to this case.

**SUMMARY:**

The planning staff believes that the proposed rezoning and use for the subject property will not be out of character for the neighborhood due to the size of the property and its location. The property is surrounded by a mix of land uses ranging from residential to light industrial. Nearby properties are anticipated to be redeveloped into nonresidential land uses. Locust Street/Newburg Road is one of the three roads that connects Belvidere to Rockford. It carries a significant amount of traffic and is developed with a variety of land uses.

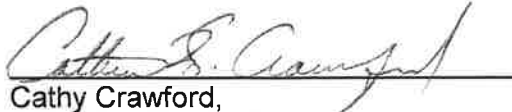
**RECOMMENDATION:**

Planning staff recommends the **approval** of case number **2016-13** to rezone 1210 West Locust Street from MR-8S, Multi-family Residential-8 Small District to PB, Planned Business District.

**Submitted by:**

**Reviewed by:**

  
Gina DelRose  
Community Development Planner

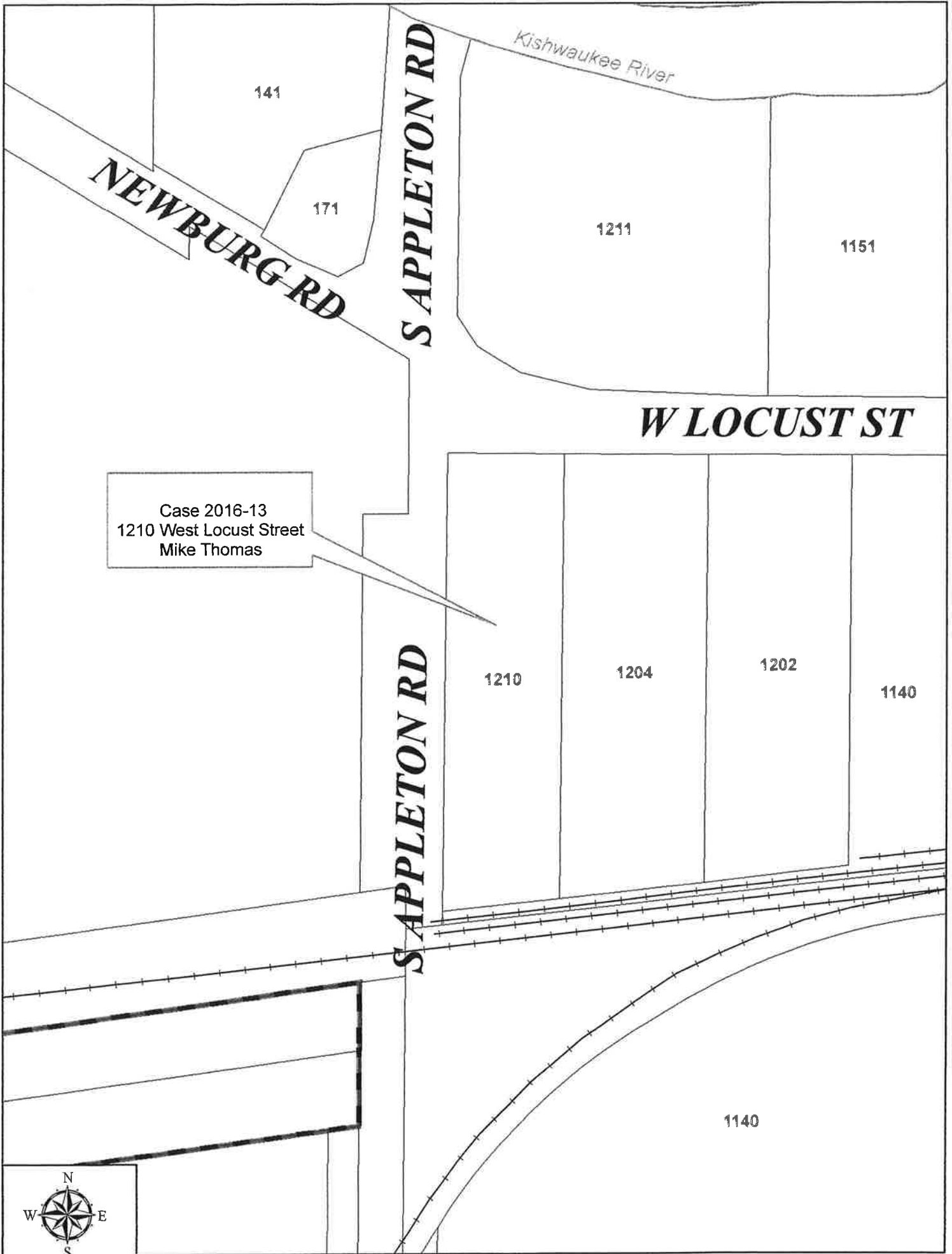
  
Cathy Crawford,  
Administrative Assistant

**PLANNING AND ZONING COMMISSION/CITY COUNCIL ACTION**

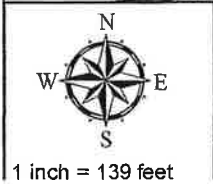
The Planning and Zoning Commission shall make and forward findings of fact as to the whether the proposed map amendment furthers the purposes of the Zoning Ordinances and make a recommendation to the City Council. The City Council shall review the findings and recommendation and may accept or reject the findings and recommendation of the Planning and Zoning Commission in whole or in part; or the City Council may refer the matter back to the Planning and Zoning Commission for further consideration. Any approval shall be considered the approval of a unique request and not be construed as precedent for any other proposed map amendment.

## ATTACHMENTS

1. Location Map by the planning staff.
2. Aerial Photo by the planning staff.
3. Site Plan submitted by the applicant.
4. Application and Narrative.
6. MR-8S, Multi-family Residential-8 Small District\PB, Planned Business District regulations.
7. Letter from Jennifer Becker, Boone County Soil and Water Conservation District dated June 13, 2016.
8. Letter from William Hatfield, Boone County Health Department dated June 27, 2016.
9. E-mail from Craig Wilcox, Belvidere Fire Department dated June 30, 2016.



Case 2016-13  
1210 West Locust Street  
Mike Thomas



**W LOCUST ST**

**S APPLETON RD**

1210

1204

1202

Case 2016-13  
1210 West Locust Street  
Mike Thomas

1140

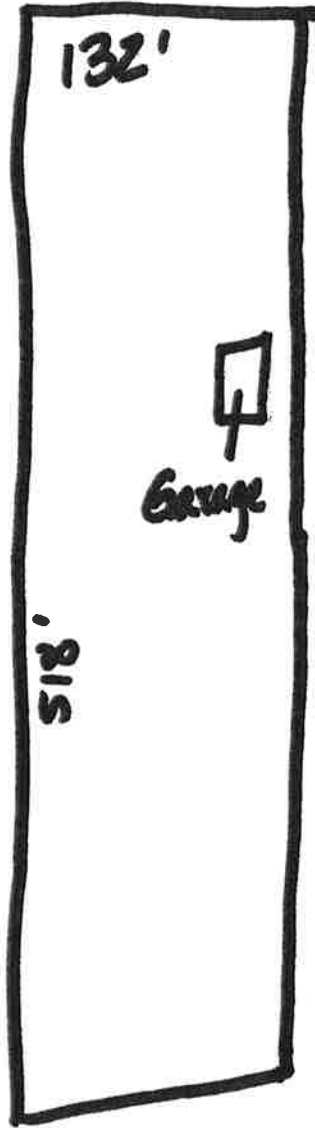
1140



1 inch = 67 feet

W. Locust St

Appleton Rd



CITY OF BELVIDERE  
Community Development



401 WHITNEY BLVD. SUITE 300 BELVIDERE, IL 61008 P. 815-544-5271 F. 815-544-9214

**APPLICATION FOR ZONING CHANGE**

**FOR OFFICE USE ONLY**

Case Number 2016-13  
Filing Date 6/13/16  
Zone District MR-85

PZC Date 7/12/16  
CC Date 7/18/16  
CC Date 8/1/16

1) The address or general location of the property for which this application is filed is:  
1212 W. LOCUST BELVIDERE

and its Parcel Identification Number is: 05-35-102-001

and the legal description for the subject property is: Lot \_\_\_\_\_, Block \_\_\_\_\_,  
Tract \_\_\_\_\_, Subdivision Name \_\_\_\_\_

(NOTE - If there is no lot, block, or tract, then attach a legal boundary description hereto.)

2) Applicant Name: Mike Thomas  
Mailing Address: P.O. Box 663  
Belvidere IL Zip: 61008  
Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

3) Property Owner Name: Mike Thomas  
Mailing address: P.O. Box 663  
Belvidere IL Zip: 61008  
Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

4) Attorney Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Zip: \_\_\_\_\_  
Email: \_\_\_\_\_

5) Contact Person (if different from Applicant): In order to reduce confusion, the staff requests one contact person be designated to discuss issues concerning this petition.  
Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Zip: \_\_\_\_\_

- 6) Describe existing use of property: Vacant
- 7) Describe proposed use of property: Commercial building - More Marketable
- 8) Existing Zoning: MR-85 Proposed Zoning: PB
- 9) Size of parcel involved in the zoning change: 1.46 Acres

10) **LIST THE OWNERS OF RECORD:** Applicants shall provide on a separate sheet of paper or have the Community Development staff list the owner of record for all properties located within 250 feet of the subject property (exclusive of public right-of ways). This information is found at the Supervisor of Assessments Office, 1208 Logan Ave. Verifying the accuracy of information is the responsibility of the applicant (use additional pages if necessary).

11) **SUPPORTING INFORMATION:** Attach a vicinity map and boundary map of the property involved in the proposed zoning change. Illustrate existing buildings and structures, adjoining roadways with their names, natural features such as flood plain, wetlands, lakes, ponds, etc. Provide a detailed written statement explaining your proposal and how it complies with City policies and plans. Include in the written statement any measures intended to mitigate negative affects of your proposal on neighboring properties.

Incomplete applications will be returned to the applicant after sixty (60) days.

**Natural Resource Information:** Pursuant to state law, a copy of this application is to be provided to the Boone County Soil and Water Conservation District (SWCD). The SWCD is located at 211 N. Appleton Road, P.O. Box 218, Belvidere, and may be contacted at (815)544-2677. Their business hours are Monday through Friday 8:00 a.m. to 4:30 p.m. An application fee is required. The SWCD has thirty (30) days to respond and provide their Natural Resource Information (NRI) Report to the Community Development Office. **The SWCD must send a report to the Community Development Department for your application to proceed.**

**NOTE:** The "Endangered Species Act" entitles the Illinois Department of Natural Resources (IDNR) to review all zoning applications for their impact on endangered or protected species. Illinois law allows thirty (30) days for their response. The applicant is responsible for contacting the IDNR, via the EcoCAT website at DNR.EcoCAT@illinois.gov.

The "National Historic Preservation Act" entitles the Illinois Historic Preservation Agency to review all zoning applications for their impact on cultural or historical resources if the proposed development involves State or Federal funding. Illinois law allows thirty (30) days for their response. The applicant is responsible for contacting the Illinois Historic Preservation Agency at (1-217-782-4836).



6-13-16

Ordinance 944G was approved on January 7, 2008 amending the Comprehensive Plan for the three parcels at the southeast corner of Appleton Road and West Locust Street to reflect Planned Business zoning. It was determined that business was a better use for the corner than the three residences.

There is no immediate development plans for the property. In an effort to make PIN: 05-35-102-001, commonly known as 1210 West Locust Street more marketable, I am requesting to rezone the property to Planned Business in compliance with the Comprehensive Plan.

Michael D. Shores

### (5) Multi-family Residential-8 Small (MR-8S) District

- A. **Description and Purpose.** This district is intended to permit development that has a higher density community character. The land use standards for this district permit single-family detached, twin house/duplex, two flats, townhouses, and multiplexes permitted by right and related land uses. Density and intensity standards for this district are designed to ensure that the Multi-family Residential-8 Small District shall serve as a designation that preserves and protects the community character of its area. A variety of residential development options are available in this district, with a Maximum Gross Density (MGD) of 8 dwelling units per gross acre.

**Rationale:** This district is used to provide for the permanent protection of an area for those who want to live in a higher density residential environment, with housing units that are smaller than those for MR-8L, and who retain enough land with their residence, or in their development, to ensure that the urban community character is maintained as long as the MR-8S District designation is retained, regardless of how much development occurs within that area. As such, it is intended to provide the principal location for mixed residential development.

#### B. List of Allowable Principal Land Uses (per Article 2)

##### 1. Permitted by Right

Single-Family  
Twin House/Duplex  
Townhouse (3 or 4 unit building)  
Multiplex (3 or 4 unit building)  
Modular Dwelling  
Cultivation  
Selective Cutting  
Passive Outdoor Public Recreation  
Active Outdoor Public Recreation  
Public Services and Utilities

##### 2. Permitted as Special Use

Two-Flat  
Apartment (3 or 4 unit building)  
Clear Cutting  
Bed and Breakfast Establishments  
Day care center (9+ children)  
Boarding House  
Institutional Residential

#### C. List of Allowable Accessory Uses (per Article 2)

##### 1. Permitted by Right

Private Residential Garage and/or Shed  
Home Occupation  
Day care group home  
Day care home  
On-Site Parking Lot  
Private Residential Recreational Facility  
Drainage Structure  
Filling  
Lawn Care  
Exterior Communication Devices

##### 2. Permitted as Special Use

In-Family Suite  
Wind Energy Systems

#### D. List of Allowable Temporary Uses (per Article 2)

Contractor's Project Office  
Contractor's On-Site Equipment Storage  
On-Site Real Estate Sales Office

Garage Sales  
Construction Dumpsters

**E. Regulations Applicable to All Uses**

1. Landscaping Regulations (See Article 6)
2. Performance Standards (See Article 7)
3. Signage Regulations (See Article 10)

**F. Regulations Applicable to Residential Uses.** For single-family dwellings, see the SR-6 district. For two-family dwellings, see the TR-7 District.

**1. Residential Density and Intensity Requirements:**

- A. Minimum Zoning District Area: 15,000 square feet, to require at least 3 units
- B. Maximum Gross Density (MGD): 8.00 du/acre
- C. Minimum Landscape Surface Ratio (LSR): 50%
- D. Maximum Accessory Structure Size:
  - Detached Garage: 288 square feet per dwelling unit
  - Attached Garage: 576 square feet per dwelling unit
  - Accessory Utility Shed: 120 square feet

**2. Residential Bulk Requirements:**

- A. Minimum Lot Area: 5,000 square feet per dwelling unit
- B. Minimum Lot Width: 75 feet; 20 feet for townhouse on interior of row, 30 feet for townhouse on end of row
- C. Minimum Street Frontage: 40 feet; 20 feet for townhouse on interior of row, 30 feet for townhouse on end of row
- D. **Minimum Setbacks:**
  - Front or Street Side Lot Line to House: 30 feet
  - Front or Street Side Lot Line to Attached Garage: 30 feet
  - Side Lot Line to House or Attached Garage: 10 feet or 0 feet along common wall
  - Total of Both Sides, Lot Lines to House/Attached Garage: 20 feet or 0 ft along common wall
  - Rear Lot Line to House or Attached Garage: 25 feet
  - Side Lot Line to Accessory Structure: 3 ft from property line, 5 ft from alley
  - Rear Lot Line to Accessory Structure: 3 ft from property line, 5 ft from alley
  - Required Bufferyard: See §150.607 along zoning district boundary
  - Minimum Paved Surface Setback: 3 feet from side or rear; 10 feet from street; (driveways established prior to adoption date of this ordinance are exempted)
- E. Minimum Dwelling Unit Separation: 20 feet or 0 feet along common wall
- F. Maximum Height of Dwelling Unit: 35 feet, greater with Special Use permit
- G. Maximum Height of Accessory Structure: 20 feet
- H. Minimum Number of Off-Street Parking Spaces Required on the Lot: See parking lot requirements per specific land use in §150.204
- I. Minimum Dwelling Core Dimensions: 860 square feet

**3.**

- A. Only a bedroom shall serve as a regularly occupied sleeping area. Bedrooms shall not constitute the only means of access to other bedrooms or habitable spaces and shall not serve as the only means of egress from other habitable spaces. Every bedroom shall have access to at least one water closet and one lavatory without passing through another bedroom. Every bedroom in a dwelling unit shall have access to at least one water closet and lavatory located in the same story as the bedroom or an adjacent story. Kitchens and non-habitable spaces (e.g. utility rooms, storage spaces, closets, garages and bathrooms) shall not be used for sleeping purposes and shall not be deemed a bedroom.
- B. Every bedroom occupied by one (1) person shall contain at least 70 square feet of floor area and every bedroom occupied by more than one person shall contain at least 50 square feet of floor area for each occupant thereof.
- C. In addition to the requirements of 3 (b) above, every residential unit shall contain a minimum of 200 square feet of habitable space for each occupant.
- D. No dwelling unit shall be occupied by more persons than permitted under 3 (b) or 3 (c) above. The legal Owner as well as each of the occupants shall be jointly and severally liable for a violation of this provision and shall be assessed a fine in accordance with the general fine provision of the Belvidere Municipal Code. Each day that a violation of this provision continues shall be deemed a separate offense. Additionally, the City may seek any other remedy available at law or in equity, including equitable relief requiring compliance with this provision.

#### **G. Regulations Applicable to Nonresidential Uses:**

##### **1. Nonresidential Intensity Requirements:**

Maximum Number of Floors (F): 2

Minimum Landscape Surface Ratio (LSR): 25%

Maximum Floor Area Ratio (FAR): .275

Maximum Building Size (MBS): na

##### **2. Nonresidential Bulk Requirements:**

A. Minimum Lot Area: 10,000 sq ft

B. Minimum Lot Width: 75 feet; Minimum Street Frontage: 40 feet

##### **C. Minimum Setbacks:**

Building to Front or Street Side Lot Line: 30 feet

Building to Residential Side Lot Line: 10 feet

Building to Residential Rear Lot Line: 25 feet

Building to Nonresidential Side Lot Line: 10 feet

Building to Nonresidential Rear Lot Line: 25 feet

Side Lot Line to Accessory Structure: 3 feet from property line, 5 feet from alley

Rear Lot Line to Accessory Structure: 3 feet from property line, 5 feet from alley

Required Bufferyard: See §150.607 along zoning district boundary

Minimum Paved Surface Setback: 5 feet from side or rear; 5 feet from street; (driveways established prior to adoption date of this ordinance are exempted)

D. Minimum Building Separation: 20 feet

E. Maximum Building Height: 35 feet, greater with Special Use permit

- F. Minimum Number of Off-Street Parking Spaces Required on the Lot: See parking lot requirements per specific land use in §150.204

#### (4) Planned Business (PB) District

- A. **Description and Purpose.** This district is intended to permit large and small-scale commercial development that is compatible with the desired overall community character of the area in general. Significant areas of landscaping are required in this district to ensure that this effect is achieved. A wide range of office, retail, and lodging land uses are permitted within this district. In order to ensure a minimum of disruption to residential development, no development within this district shall take direct access to a local residential street or a residential collector street.

**Rationale:** This district is intended to provide the principal zoning district for commercial development that occurs after the adoption of this Chapter. The standards of this district are designed to provide a clear distinction from the General Business and Central Business Districts in terms of permitted intensity of development, treatment of outdoor sales, and required green space areas. The desired suburban community character of the development is attained through the Landscape Surface Area Ratio (LSR) requirements. Together, these requirements ensure that the desired community character is maintained as long as the Planned Business District designation is retained, regardless of how much development occurs within that area.

#### B. List of Allowable Principal Land Uses (per Article 2)

##### 1. Permitted by Right

Cultivation  
 Selective Cutting  
 Passive Outdoor Public Recreation  
 Active Outdoor Public Recreation  
 Public Services and Utilities  
 Office  
 Personal or Professional Services  
 Indoor Sales or Service  
 Indoor Maintenance Service

##### 2. Permitted as Special Use

Clear Cutting  
 Outdoor Display  
 In-Vehicle Sales or Service  
 Indoor Commercial Entertainment  
 Outdoor Commercial Entertainment  
 Commercial Animal Boarding  
 Commercial Indoor Lodging  
 Bed and Breakfast Establishments  
 Day care center (3+ children)  
 Vehicle Repair and Maintenance  
 Artisan Studio/Production Shop  
 Large-scale Development

#### C. List of Allowable Accessory Uses (per Article 2)

##### 1. Permitted by Right

Company Cafeteria  
 On-Site Parking Lot  
 Drainage Structure  
 Filling  
 Lawn Care  
 Exterior Communication Devices

##### 2. Permitted as Special Use

Commercial Apartment  
 Outdoor Display Incidental  
 In-Vehicle Sales and Service  
 Light Industrial Incidental to Indoor Sales  
 Wind Energy Systems

#### D. List of Allowable Temporary Uses (per Article 2)

General Temporary Outdoor Sales  
 Outdoor Assembly  
 Contractor's Project Office  
 Contractor's On-Site Equipment Storage

Relocatable Building  
On-Site Real Estate Sales Office  
Outdoor Sales of Farm Products  
Construction Dumpsters  
Outdoor Seating and Services

**E. Regulations Applicable to All Uses**

1. Landscaping Regulations (See Article 6)
2. Performance Standards (See Article 7)
3. Signage Regulations (See Article 10)

**F. Regulations Applicable to Residential Uses.** Not applicable

**G. Regulations Applicable to Nonresidential Uses:**

**1. Nonresidential Intensity Requirements:**

- A. Maximum Number of Floors (F): 4
- B. Minimum Landscape Surface Ratio (LSR): 25%
- C. Maximum Floor Area Ratio (FAR): .30
- D. Minimum Lot Area (MLA): 20,000 square feet
- E. Maximum Building Size (MBS): na

**2. Nonresidential Bulk Requirements:**

- A. Minimum Lot Area: 20,000 sf. ft.
- B. Minimum Lot Width: 100 feet; Minimum Street Frontage: 40 feet

**C. Minimum Setbacks:**

Building to Front or Street Side Lot Line: 30 feet

Building to Residential Side Lot Line: 20 feet

Building to Residential Rear Lot Line: 20 feet

Building to Nonresidential Side Lot Line: 20 feet or 0 feet on zero lot line side

Building to Nonresidential Rear Lot Line: 20 feet

Side Lot Line to Accessory Structure: 3 feet from property line, 5 feet from alley

Rear Lot Line to Accessory Structure: 3 feet from property line, 5 feet from alley

Required Bufferyard: See §150.607 along zoning district boundary

Minimum Paved Surface Setback: 5 feet from side or rear; 10 feet from street; (driveways established prior to adoption date of this ordinance are exempted)

- D. Minimum Building Separation: 40 feet or 0 feet on zero lot line side

- E. Maximum Building Height: 35 feet, greater with Special Use permit

- F. Minimum Number of Off-Street Parking Spaces Required on the Lot: See parking lot requirements per specific land use in §150.204

 Boone County  
**Soil & Water**  
Conservation District

211 N. Appleton Road  
PO Box 218  
Belvidere, IL 61008  
815-544-2677 ext. 3  
FAX 815-544-4281

June 13, 2016

**SWCD NRI #: 1502**

Dear Sir/Madam,

A request for a Natural Resource Information Report was submitted for the property listed in this letter. We will supply a written reply to you office as indicated below:

Our review does not apply in this instance.  
 Other (see attached)

**Location of Site:** 1210 W. Locust St. Belvidere, IL 61008

**PIN(S): 05-35-102-001**

**Contact:**

Mike Thomas  
Phone: 815-378-8349  
E-Mail: calmrentals@comcast.net

**Petitioner:**

Mike Thomas  
Phone: 815-378-8349  
E-Mail: calmrentals@comcast.net

**Owner:**

Mike Thomas  
Phone: 815-378-8349  
E-Mail: calmrentals@comcast.net

**Request:** Zoning change from multi-family residential (MR-8S) to planned business (PB)

Sincerely,



Jennifer Becker  
Boone County Soil & Water  
Conservation District

CC: Mike Thomas





Boone County  
DEPARTMENT OF  
PUBLIC HEALTH

1204 Logan Avenue ♦ Belvidere, Illinois 61008  
Main Office: 815-544-2951 ♦ Clinic: 815-544-9780  
Fax: 815-544-2050 www.boonhealth.org

*The mission of the BCDPH is to protect and promote health in Boone County.*

June 27, 2016

Gina DelRose  
Community Development Planer  
401 Whitney Blvd Suite 300  
Belvidere, IL 61008

FAX 815-547-0789

Re: 2016-13, Thomas, 1210 West Locust Street

Dear Gina,

We are in receipt of the map amendment (rezoning) for the above referenced case.

The Boone County Health Department has no comments or concerns.

Thank you,

William L. Hatfield  
Director of Environmental Health

## Gina DelRose

---

**From:** Craig Wilcox <wilcox.bfd@gmail.com>  
**Sent:** Thursday, June 30, 2016 3:59 PM  
**To:** Gina DelRose  
**Subject:** Re: notices

Gina

The following are the responses from the Fire Department on each case.

1. 2016-10 Because of the use group and laps in time since the last one was conducted, it has the potential for a major fire/life safety issues. It is requested that prior to opening for business that our office complete a fire/life safety inspection. The earlier in the process that this is conducted the less delay occurs to opening.
2. 2016-11 No issues exist at this time.
3. 2016-12 Concur on amendments
4. 2016-13 No issues exist at this time.
5. 2016-14 No issues exist at this time.
6. 2016-15 Maintain 300' hydrant spacing and one at each intersection.

Lt. Wilcox  
Belvidere Fire Department  
Inspection Bureau  
815.544.2242 Office  
815.601.7857 Cell

**ORDINANCE NO. 305H**  
**AN ORDINANCE APPROVING**  
**FINAL PLAT 2 OF**  
**LANDMARK LOGISTICS SUBDIVISION**

**WHEREAS**, the City of Belvidere has adopted a Subdivision Ordinance (Chapter 151 of the Belvidere Municipal Code) in accordance with the provisions of Illinois Compiled Statutes to regulate the division of land and specify the minimum requirements for public improvements on land in the City of Belvidere; and,

**WHEREAS**, The applicant, Dan Ericson, 6735 Vistagreen Way, Suite 100, Rockford, IL 61107 on behalf of the owner of the property described in the attached subdivision plat (hereof referenced as Attachment A), Newburg LLC and 775 Logistics LLC, 6735 Vistagreen Way, Suite 100, Rockford, IL 61107 has petitioned the City of Belvidere for approval of the second final plat of Landmark Logistics.

**NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF BELVIDERE, BOONE COUNTY, ILLINOIS, AS FOLLOWS:**

**Section 1.** That the attached Plat 2 of Landmark Logistics be, and is hereby approved, subject to the following conditions:

1. The plat shall be recorded with the County Recorder of Deeds within 60 days of City Council approval, unless a plat-recording extension is granted by the City Council.
2. A copy of any deed restrictions and/or covenants, conditions and restrictions shall be submitted to the Planning Department.
3. The cross access easement for Lot 4 extending into Landmark Industrial Park shall be noted on the plat and recorded.
4. The final plat shall be in compliance with all applicable codes, ordinances and agreements.
5. The revised plat shall be presented to the planning department for review and approval before any signatures are obtained.

**Section 2.** That the Mayor and City Clerk are hereby authorized and directed to execute the plat upon presentment of a proper guarantee for the construction of the required subdivision improvements and payment of the construction inspection fee in accordance with the Belvidere Subdivision Ordinance.

**Section 3.** That the City Clerk is hereby authorized and directed to cause the final plat to be recorded with the Boone County Recorder of Deeds after the plat is properly executed by all of the officers of the City of Belvidere.

**Section 4.** That this Ordinance shall be in full force and effect from and after its passage as provided by local law and pursuant to Illinois State Statutes. This written and foregoing Ordinance is published by authority of the corporate authorities of the City of Belvidere in pamphlet form on this date.

**PASSED** by the City Council of the City of Belvidere this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

**APPROVED** by the Mayor of the City of Belvidere this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Mike Chamberlain, Mayor

**ATTEST:**

\_\_\_\_\_  
Shauna Arco, City Clerk

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Absent: \_\_\_\_\_

City Council Members Voting Aye:

City Council Members Voting Nay:

Date Published:

Sponsor: \_\_\_\_\_



CITY OF BELVIDERE

*Community Development*



BUILDING DEPARTMENT

PLANNING DEPARTMENT

401 WHITNEY BLVD. SUITE 300 BELVIDERE, IL 61008 \* PH (815)547-7177 FAX (815)547-0789

---

July 5, 2016  
Revised, July 12, 2016

**ADVISORY REPORT**

**CASE:** 2016-14

**APPLICANT:** Ericson, Plat 2 Landmark Logistics

**REQUEST:**

The applicant is requesting final plat approval of the second phase of the Landmark Logistics Subdivision. The second phase consists of three lots and the completion of a cul-de-sac.

**LOCATION:**

The subject property is located on the south side of Newburg Road between Landmark and Imron Drives. The second plat will complete the Logistics Drive cul-de-sac (see location map).

**BACKGROUND:**

The subject property was annexed into the City of Belvidere in March of 2005 and is currently zoned PI, Planned Industrial District. The preliminary plat was approved in 2008 and contained six lots. Shortly afterwards, the first phase consisting of two lots was final platted.

The second phase consists of three lots, encompasses 37.28 acres and will be served by city water and sewer. Two of the originally anticipated lots have been combined to accommodate potential development. The second plat will complete the Logistics Drive cul-de-sac. The cul-de-sac will be approximately 1,000 feet long, twice as long as what is permitted per the Subdivision Ordinance. This variance was granted in 2008 when the preliminary plat was approved.

A request for comments was forwarded to 16 departments, agencies or other parties. Comments received have been incorporated into the recommended conditions of approval.

**SUMMARY OF FINDINGS:**

The second final plat of Landmark Logistics Subdivision is in conformance with the City of Belvidere's subdivision and zoning ordinances provided the suggested conditions of approval are met.

**RECOMMENDATION:**

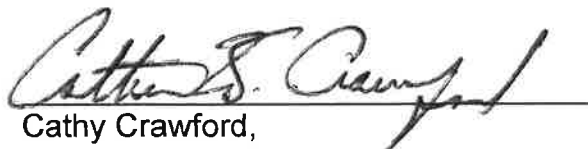
Planning staff recommends the **approval** of case number **2016-14**, subject to the following conditions:

1. The plat shall be recorded with the County Recorder of Deeds within 60 days of City Council approval, unless a plat-recording extension is granted by the City Council.
2. A copy of any deed restrictions and/or covenants, conditions and restrictions shall be submitted to the Planning Department.
3. The cross access easement for Lot 4 extending into Landmark Industrial Park shall be noted on the plat and recorded.
4. The final plat shall be in compliance with all applicable codes, ordinances and agreements.
5. The revised plat shall be presented to the planning department for review and approval before any signatures are obtained.

**Submitted by:**

**Reviewed by:**

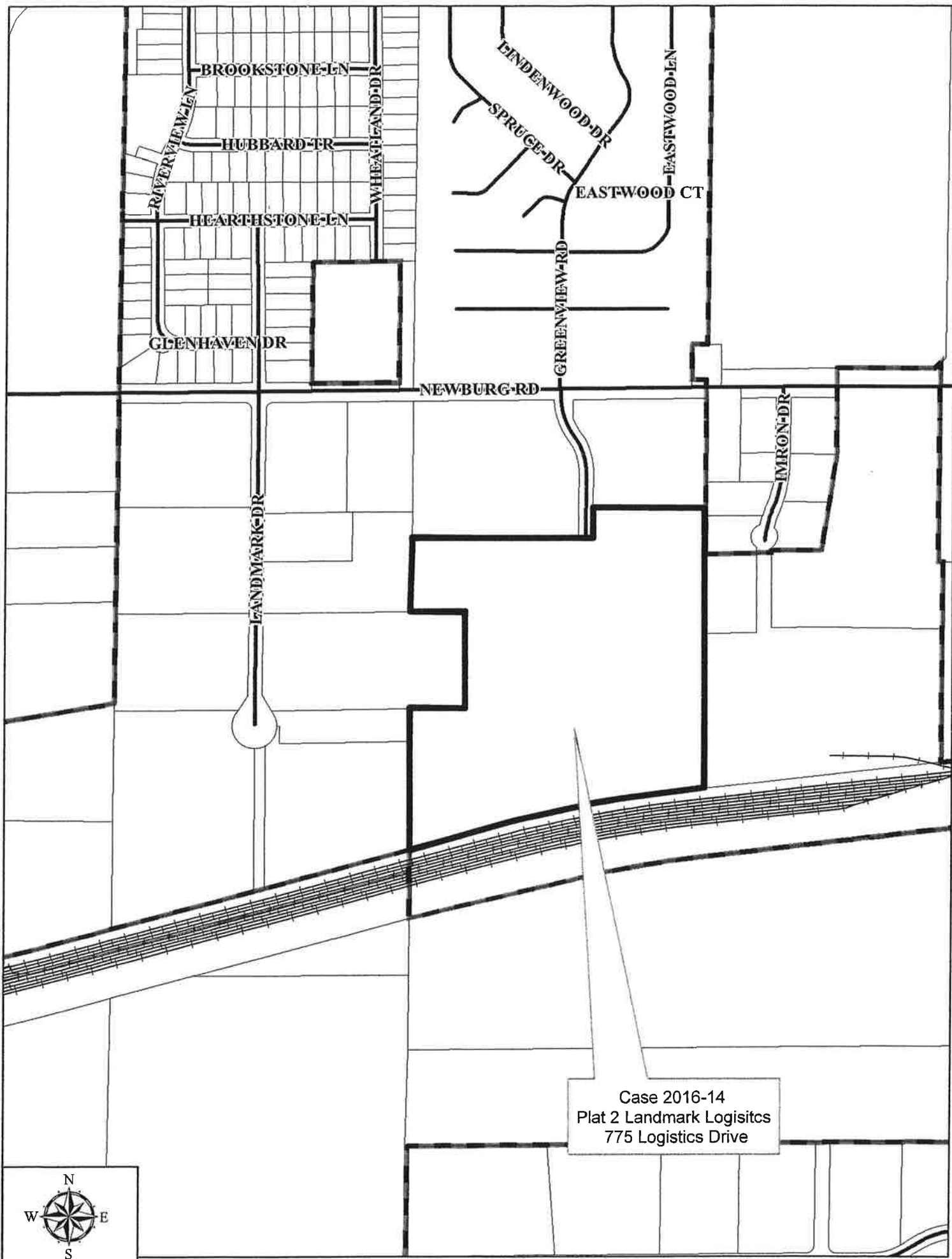
  
\_\_\_\_\_  
Gina DelRose  
Community Development Planner

  
\_\_\_\_\_  
Cathy Crawford,  
Administrative Assistant

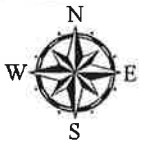
**ATTACHMENTS**

1. Location Map by Planning Staff.
2. Aerial Photo by Planning Staff.
3. Submitted Application.
4. Letter from the Boone County Conservation District, Dan Kane, June 20, 2016.
5. Letter from Hampton, Lenzini and Renwick, Inc., Dirk Yuill, June 27, 2016.
6. E-mail from the Belvidere Fire Department, Craig Wilcox, June 30, 2016.
7. Final Plat 2 of Landmark Logistics Subdivision.

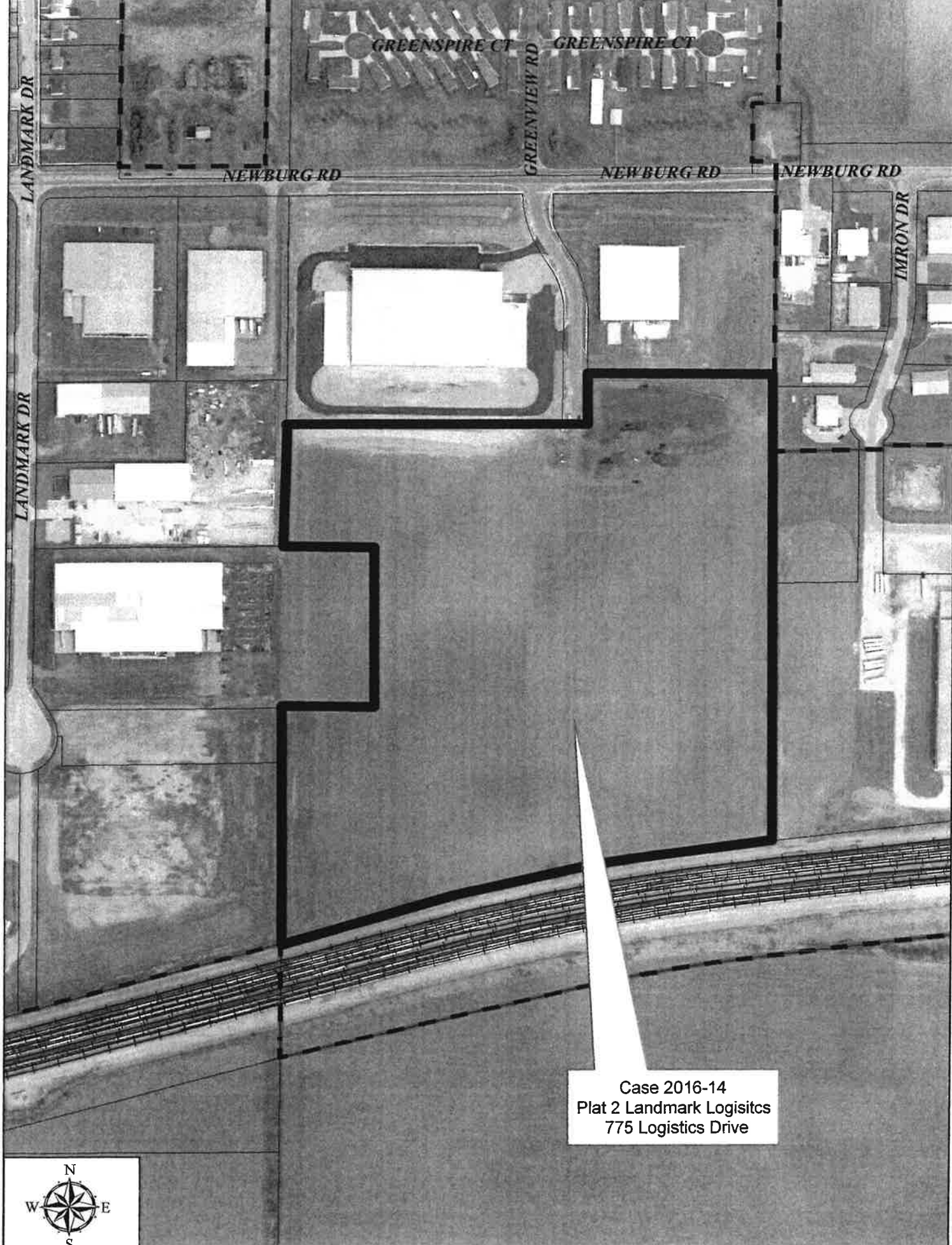




Case 2016-14  
Plat 2 Landmark Logisitcs  
775 Logistics Drive



1 inch = 556 feet



GREENSPIRE CT

GREENSPIRE CT

LANDMARK DR

GREENVIEW RD

NEWBURG RD

NEWBURG RD

NEWBURG RD

IMRON DR

LANDMARK DR

Case 2016-14  
Plat 2 Landmark Logisitcs  
775 Logistics Drive



1 inch = 334 feet

CITY OF BELVIDERE

Community Development



401 WHITNEY BLVD. SUITE 300 BELVIDERE, IL 61008 P. 815-544-5271 F. 815-544-9214

APPLICATION FOR PLAT OF SUBDIVISION APPROVAL

FOR OFFICE USE ONLY

\_\_\_ Preliminary  Final \_\_\_ Replat

Case Number 2016-14  
Filing Date 6/14/16  
Zone District PI

PZC Date 7/12/16  
BPZ Date \_\_\_\_\_  
CC Date 7/18/16  
CC Date 8/1/16

PLEASE PRINT IN BLACK INK OR TYPE

1) Applicant Name: Dan Ericson  
Mailing Address: 6735 Vistagreen Way, Ste. 100  
Rockford, IL Zip: 61107  
Daytime Phone: (815)378-2641 Fax: (815)639-0029 Email: dericson@lmcos.com

2) Property Owner Name: Newburg LLC and 775 Logistics LLC  
Mailing Address: 6735 Vistagreen Way, Ste. 100  
Rockford, IL Zip: 61107  
Daytime Phone: (815)378-2641 Fax: (815)639-0029

3) Surveyor/Engineer Name: R.K. Johnson Associates, Inc.  
Mailing Address: 1515 Windsor Road  
Loves Park, IL Zip: 61111  
Daytime Phone: (815)633-5097 Fax: (815)633-4593

4) Attorney Name: Christopher Loqli  
Mailing Address: 6735 Vistagreen Way, Ste. 300  
Rockford, IL Zip: 61107  
Daytime Phone: (815)639-3700 Fax: (815)633-9400

5) Contact Person (if different from Applicant): In order to reduce confusion, the staff requests one contact person be designated to discuss issues concerning this petition.  
Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Zip: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

6) Proposed Name of Subdivision: Plat No. 2 Landmark Logistics

7) Property Location: 775 Logistics Drive

Parcel Identification Number: 05-33-200-018 Section: 33 Twp: 44  
Range: 3 Other (attached) \_\_\_\_\_ Twp. Name: Belvidere

8) Proposed Use(s): Planned Industrial Present Zoning: Planned Industrial  
Proposed Zoning: Planned Industrial # of Lots: 3 Area of Parcel: 37.28

9) Are you proposing deed restrictions?  Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please attach copy.

10) For residential subdivisions, indicate total number of proposed:

Single-Family: \_\_\_\_\_ Two-Family: \_\_\_\_\_ Multi-Family: \_\_\_\_\_  
Indicate total dwelling units of all Multi-Family : \_\_\_\_\_

11) Your proposed single-family, multi-family, or mobile home plat must comply with the Land/Cash Ordinance adopted by Belvidere / Boone County. Please indicate when you plan to pay the required fee.

\_\_\_\_\_ At time of final plat approval.

\_\_\_\_\_ At time of securing building permit for each residential unit. (Applicant must sign "Exhibit B, Agreement", attached to this application)

12) What type of sewage disposal do you propose? City and Sewer

13) List all proposed improvements and utilities. State your intention to install or post a guarantee prior to actual installation.

	Improvement	Installation	Guarantee
a.	<u>Roadway w/Curb and Gutter</u>	<u>November 2016</u>	_____
b.	<u>Sanitary Sewer</u>	<u>November 2016</u>	_____
c.	<u>Storm Sewer</u>	<u>November 2016</u>	_____
	<u>Water Main</u>		

14) List other materials submitted with this application.

	Item	Number
a.	<u>Sidewalk</u>	_____
b.	<u>Street Lights</u>	_____
c.	_____	_____

**NOTE:** The "Endangered Species Act" entitles the Illinois Department of Natural Resources (IDNR) to review all platting applications for their impact on endangered or protected species. Illinois law allows thirty (30) days for their response. The Applicant is responsible for contacting the IDNR, via the EcoCAT website at [DNR.EcoCAT@illinois.gov](mailto:DNR.EcoCAT@illinois.gov).



603 Appleton Road, Belvidere, Illinois 61008 Phone 815-547-7935 Fax 815-547-7939

BOONE COUNTY  
CONSERVATION  
DISTRICT

June 20, 2016

City of Belvidere Community Development  
Attn: Gina DelRose  
401 Whitney Blvd. Suite 300  
Belvidere, IL 61008

Re: 2016-14; Landmark Logistics, Final Plat 2

Dear Ms. DelRose:

The Boone County Conservation District has reviewed the above referenced case and has no comments at this time. Thank you for the opportunity to respond.

Thank you.

Sincerely,

BOONE COUNTY CONSERVATION DISTRICT

A handwritten signature in cursive script that reads "Dan Kane" followed by a small flourish.

Dan Kane  
Executive Director



## Hampton, Lenzini and Renwick, Inc.

Civil Engineers • Structural Engineers • Land Surveyors • Environmental Specialists  
www.hltreengineering.com

June 27, 2016

Mr. Brent Anderson  
City of Belvidere  
Director of Public Works  
401 Whitney Boulevard, Suite 200  
Belvidere, IL 61008

Re: Landmark Logistics  
Final Plat 2

Dear Mr. Anderson:

We reviewed Final Plat No. 2 of Landmark Logistics and the Application for Subdivision Approval and offer the following comments for your consideration:

1. The plat does not show any iron pins or concrete monuments for the boundary of the subdivision. The only pins shown are for the Logistics Drive right-of-way. Per the Plat Act, two concrete monuments are required on the boundary of the subdivision. We recommend three-fourth inch iron pins be placed on all other corners of the subdivision and marked as such on the plat.
2. Note 1 on the plat states that a variance was granted to allow the length of Logistics Drive to exceed the maximum length of 500 feet for a cul-de-sac. We question if this variance was approved by the City.
3. The certificate for the City Planner does not match what is shown in Appendix A of the City Code. The plat shows a signature by the Plan Commission Chairman rather than the City Planner.
4. The plat show the following utility companies as signatories to the plat: Commonwealth Edison Company, Verizon, Northern Illinois Gas Company, and Comcast Communications. We question if these are the current utility company names as the certificate in Appendix A references TCI Cablevision and the list from the Planning Department references Frontier.
5. No improvement plans were provided for review. The application states that roadway with curb and gutter, sanitary sewer, storm sewer, water main, sidewalk and street lights will be installed for this subdivision.
6. The application also states that deed restrictions are being proposed for this subdivision. A copy of the deed restrictions was not provided for review.
7. The plat shows a drainage and storm water detention easement along the west, south, and east sides of Lot 4. We assume that these areas will be graded to provide detention for this portion of the subdivision. Review of information in our files for the preliminary plat of this subdivision indicated that no calculations were provided for the south basin or any information on the release volume or location. All required drainage information should be submitted with the improvement plans for this plat.

---

380 Shepard Drive  
Elgin, Illinois 60123-7010  
Tel. 847.697.6700  
Fax 847.697.6753

6825 Hobson Valley Drive, Suite 302  
Woodridge, Illinois 60517  
Tel. 847.697.6700  
Fax 847.697.6753

3085 Stevenson Drive, Suite 201  
Springfield, Illinois 62703  
Tel. 217.546.3400  
Fax 217.546.8116

323 W. Third Street, P.O. Box 160  
Mt. Carmel, Illinois 62863  
Tel. 618.262.8651  
Fax 618.263.3327

Mr. Brent Anderson  
City of Belvidere  
June 27, 2016  
Page 2

8. It appears that Note 2 on the plat serves as the provisions for the Drainage and Storm Water Detention Easement. We recommend revising the plat to include the Drainage and Storm Water Detention Easement Provisions as a separate certificate rather than a note.
9. A 12 foot Utility Easement is shown along the south side of Lot 4. This easement is not contiguous with any other easements to the east. It is contiguous with an existing easement on the lots to the west in Landmark Industrial Park.

If you have any questions or need additional information, please call me at 847.697.6700.

Very truly yours,

**HAMPTON, LENZINI AND RENWICK, INC.**

By:

  
Dirk A. Yuill

DAY

P:\2016\160428\16-27-16 Plat 2 Review.docx

## Gina DelRose

---

**From:** Craig Wilcox <wilcox.bfd@gmail.com>  
**Sent:** Thursday, June 30, 2016 3:59 PM  
**To:** Gina DelRose  
**Subject:** Re: notices

Gina

The following are the responses from the Fire Department on each case.

1. 2016-10 Because of the use group and laps in time since the last one was conducted, it has the potential for a major fire/life safety issues. It is requested that prior to opening for business that our office complete a fire/life safety inspection. The earlier in the process that this is conducted the less delay occurs to opening.
2. 2016-11 No issues exist at this time.
3. 2016-12 Concur on amendments
4. 2016-13 No issues exist at this time.
5. 2016-14 No issues exist at this time.
6. 2016-15 Maintain 300' hydrant spacing and one at each intersection.

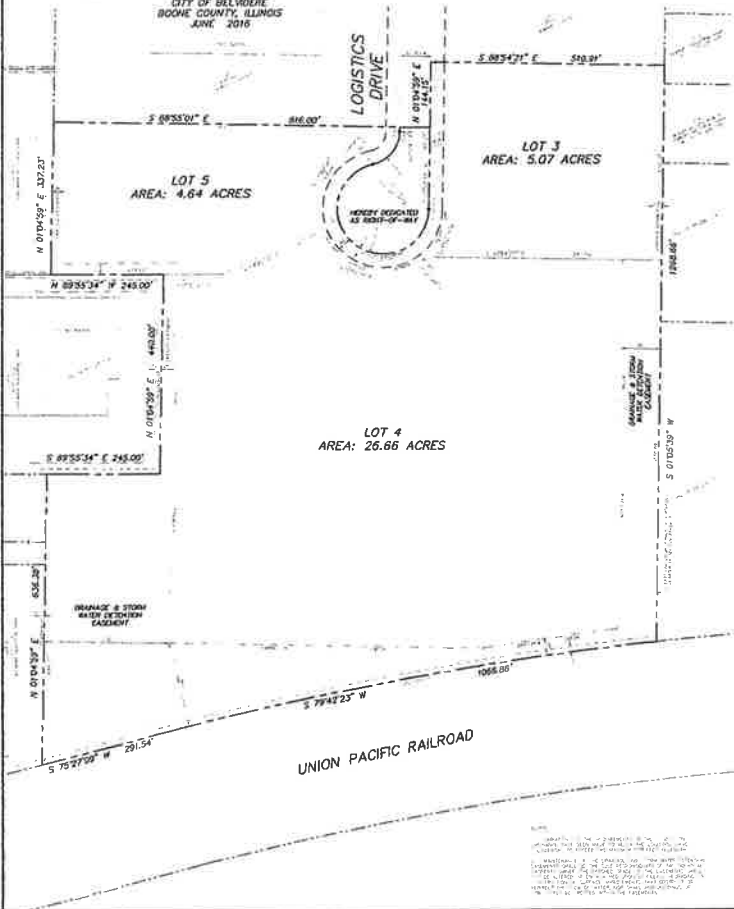
Lt. Wilcox  
Belvidere Fire Department  
Inspection Bureau  
815.544.2242 Office  
815.601.7857 Cell



FINAL PLAT NO. 2  
**LANDMARK OF LOGISTICS**

BEING A SUBDIVISION OF A PART OF THE NORTHEAST  
 QUARTER OF SECTION 33, TOWNSHIP 44 NORTH,  
 RANGE 3 EAST OF THE THIRD PRINCIPAL MERIDIAN

CITY OF BELVEDERE  
 BOONE COUNTY, ILLINOIS  
 JUNE 2016



**ARTICLE I**  
 Title and Nature of the Project  
 This plat is a subdivision of a part of the Northeast Quarter of Section 33, Township 44 North, Range 3 East of the Third Principal Meridian, Boone County, Illinois, containing a total area of approximately 36.37 acres, more or less, as shown on the attached map.

**ARTICLE II**  
 Description of the Property  
 The property is bounded on the north by the Logistics Drive, on the east by the north-south line, on the south by the Union Pacific Railroad, and on the west by the north-south line.

**ARTICLE III**  
 Description of the Lots  
 The property is divided into three lots: Lot 3, 5.07 acres; Lot 4, 26.66 acres; and Lot 5, 4.64 acres.

**ARTICLE IV**  
 Easements  
 There is a storm water management basin located between Lot 4 and Lot 5, which is subject to an easement for the installation and maintenance of storm water management facilities.

**ARTICLE V**  
 Other Provisions  
 The plat is subject to the provisions of the Illinois Subdivision Map Act and the Illinois Land Use Planning Act.

**OWNERS**  
 775 LOGISTICS LLC  
 8735 VISTAGREEN WAY  
 ROCKFORD, ILLINOIS 61107

MEMBURG LLC  
 8735 VISTAGREEN WAY  
 ROCKFORD, ILLINOIS 61107

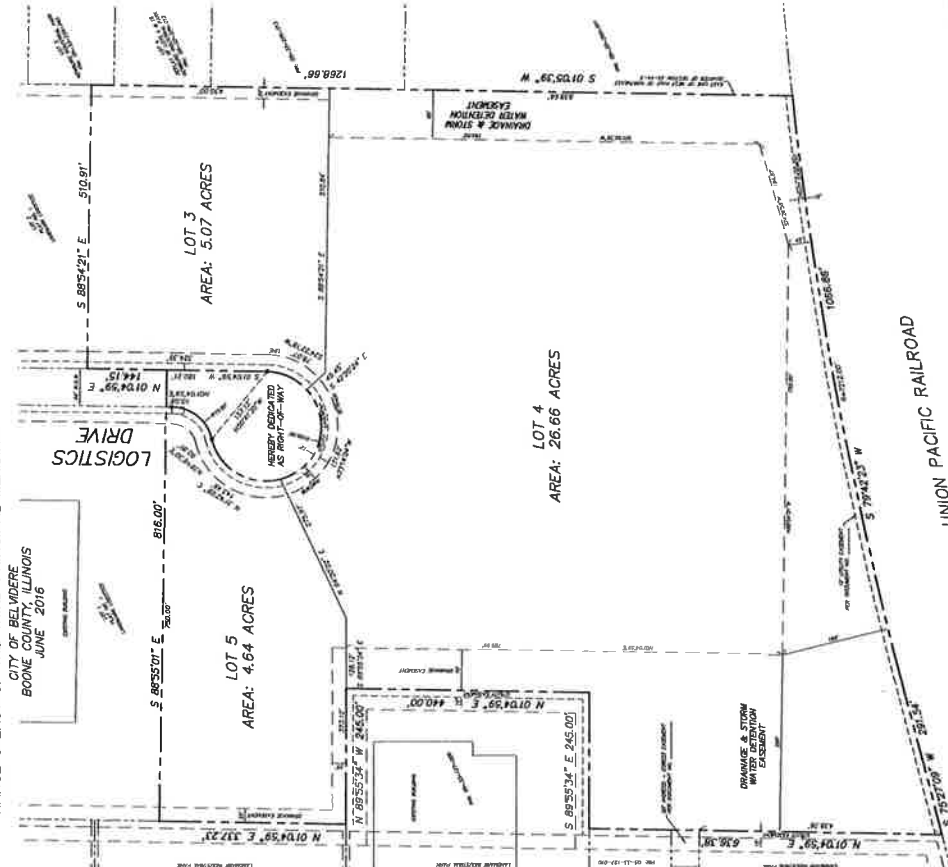
**PREPARED BY:**  
 R.K. JOHNSON & ASSOCIATES, INC.  
 CONSULTING CIVIL ENGINEERS AND LAND SURVEYORS  
 1515 WINDSOR ROAD, LOVES PARK, ILLINOIS 61111  
 (815) 333-5027 (815) 623-4393 (FAX)  
 ILLINOIS PROFESSIONAL DESIGN FIRM LICENSE NO. 104-024994  
 JUNE 2016 JOB NO 14353

**GRAPHIC SCALE**  
 1 inch = 100 feet

**LEGEND**  
 - - - - - PROPERTY BOUNDARIES  
 - - - - - EASEMENTS  
 - - - - - STORM WATER MANAGEMENT BASIN

# FINAL PLAT NO. 2 OF LANDMARK LOGISTICS

BEING A SUBDIVISION OF A PART OF THE NORTHEAST  
QUARTER OF SECTION 33, TOWNSHIP 44 NORTH,  
RANGE 3 EAST OF THE THIRD PRINCIPAL MERIDIAN  
CITY OF BELLEVUE,  
BOONE COUNTY, ILLINOIS  
JUNE 2016



**NOTES:**

1. THIS PLAT IS SUBJECT TO THE RECORDS OF THE CITY OF BELLEVUE, ILLINOIS, AND THE RECORDS OF THE BOONE COUNTY CLERK, ILLINOIS.
2. THE PLAT IS SUBJECT TO THE RECORDS OF THE CITY OF BELLEVUE, ILLINOIS, AND THE RECORDS OF THE BOONE COUNTY CLERK, ILLINOIS.
3. THE PLAT IS SUBJECT TO THE RECORDS OF THE CITY OF BELLEVUE, ILLINOIS, AND THE RECORDS OF THE BOONE COUNTY CLERK, ILLINOIS.
4. THE PLAT IS SUBJECT TO THE RECORDS OF THE CITY OF BELLEVUE, ILLINOIS, AND THE RECORDS OF THE BOONE COUNTY CLERK, ILLINOIS.

STATE OF ILLINOIS )  
COUNTY OF BOONE )  
I, \_\_\_\_\_, Clerk of said County, do hereby certify that the within and above plat of \_\_\_\_\_ of \_\_\_\_\_, Mayor of said City of Bellevue, Ill., was duly filed for record in the Recorder's Office of Boone County, Illinois, on this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_\_\_.

Witness my hand and the seal of said County at \_\_\_\_\_, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_\_\_.

\_\_\_\_\_  
Clerk of Boone County

STATE OF ILLINOIS )  
COUNTY OF BOONE )  
I, \_\_\_\_\_, Mayor of said City of Bellevue, Ill., do hereby certify that the within and above plat of \_\_\_\_\_ of \_\_\_\_\_, Mayor of said City of Bellevue, Ill., was duly filed for record in the Recorder's Office of Boone County, Illinois, on this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_\_\_.

Witness my hand and the seal of said City at \_\_\_\_\_, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_\_\_.

\_\_\_\_\_  
Mayor of Bellevue, Ill.

STATE OF ILLINOIS )  
COUNTY OF BOONE )  
I, \_\_\_\_\_, Recorder of said County, do hereby certify that the within and above plat of \_\_\_\_\_ of \_\_\_\_\_, Mayor of said City of Bellevue, Ill., was duly filed for record in the Recorder's Office of Boone County, Illinois, on this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_\_\_.

Witness my hand and the seal of said County at \_\_\_\_\_, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_\_\_.

\_\_\_\_\_  
Recorder of Boone County

STATE OF ILLINOIS )  
COUNTY OF BOONE )  
I, \_\_\_\_\_, Public Works Director of the City of Bellevue, Ill., do hereby certify that this plat was duly filed for record in the Recorder's Office of Boone County, Illinois, on this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_\_\_.

Witness my hand and the seal of said City at \_\_\_\_\_, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_\_\_.

\_\_\_\_\_  
Public Works Director of Bellevue, Ill.

STATE OF ILLINOIS )  
COUNTY OF BOONE )  
I, \_\_\_\_\_, Mayor of said City of Bellevue, Ill., do hereby certify that the within and above plat of \_\_\_\_\_ of \_\_\_\_\_, Mayor of said City of Bellevue, Ill., was duly filed for record in the Recorder's Office of Boone County, Illinois, on this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_\_\_.

Witness my hand and the seal of said City at \_\_\_\_\_, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_\_\_.

\_\_\_\_\_  
Mayor of Bellevue, Ill.

STATE OF ILLINOIS )  
COUNTY OF BOONE )  
I, \_\_\_\_\_, Recorder of said County, do hereby certify that the within and above plat of \_\_\_\_\_ of \_\_\_\_\_, Mayor of said City of Bellevue, Ill., was duly filed for record in the Recorder's Office of Boone County, Illinois, on this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_\_\_.

Witness my hand and the seal of said County at \_\_\_\_\_, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_\_\_.

\_\_\_\_\_  
Recorder of Boone County

STATE OF ILLINOIS )  
COUNTY OF BOONE )  
I, \_\_\_\_\_, Public Works Director of the City of Bellevue, Ill., do hereby certify that this plat was duly filed for record in the Recorder's Office of Boone County, Illinois, on this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_\_\_.

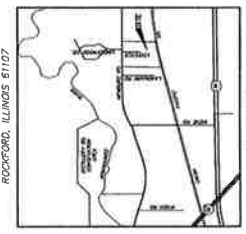
Witness my hand and the seal of said City at \_\_\_\_\_, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_\_\_.

\_\_\_\_\_  
Public Works Director of Bellevue, Ill.

STATE OF ILLINOIS )  
COUNTY OF BOONE )  
I, \_\_\_\_\_, Mayor of said City of Bellevue, Ill., do hereby certify that the within and above plat of \_\_\_\_\_ of \_\_\_\_\_, Mayor of said City of Bellevue, Ill., was duly filed for record in the Recorder's Office of Boone County, Illinois, on this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_\_\_.

Witness my hand and the seal of said City at \_\_\_\_\_, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_\_\_.

\_\_\_\_\_  
Mayor of Bellevue, Ill.



PREPARED BY:  
**R. K. JOHNSON & ASSOCIATES, INC.**  
CONSULTING CIVIL ENGINEERS AND LAND SURVEYORS  
1515 WINDSOR ROAD, LONES PARK, ILLINOIS 61111  
PHONE: (618) 431-1111  
ILLINOIS PROFESSIONAL DESIGN FIRM LICENSE NO. 184-004694  
JUNE 13, 2016 JOB NO. 14353

## **ORDINANCE NO. 306H**

### **AN ORDINANCE APPROVING THE REVISED PRELIMINARY PLAT OF CROSSLINK BUSINESS PARK SUBDIVISION**

**WHEREAS**, the City of Belvidere has adopted a Subdivision Ordinance (Chapter 151 of the Belvidere Municipal Code) in accordance with the provisions of Illinois Compiled Statutes to regulate the division of land and specify the minimum requirements for public improvements on land in the City of Belvidere; and,

**WHEREAS**, The applicant, Joel Sjoström on behalf of the owner of the property described in the attached subdivision plat (hereof referenced as Attachment A), Sjoström and Sons, Inc., P.O. Box 5766, Rockford, IL 61125 has petitioned the City of Belvidere for approval of the revised preliminary plat of Crosslink Business Park.

**NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF BELVIDERE, BOONE COUNTY, ILLINOIS, AS FOLLOWS:**

**Section 1.** That the attached revised preliminary plat of Crosslink Business Park be, and is hereby approved, subject to the following conditions:

1. There shall be a fire hydrant at each intersection and a fire hydrant every 300 feet.
2. All unfinished improvements (roadway, storm sewer, sanitary sewer and water main) from Final Plat 1 shall be completed as part of Final Plat 2.
3. It shall be noted on subsequent final plats that Lot 13 shall be graded to make use of the existing detention on Outlot A, Lots 6, 7 and 8 shall be graded to make use of the existing detention on Outlot B and Lots 9, 10, 11 and 12 shall provide on-site detention.
4. The detention requirement, storm water release calculations and culvert sizing calculations shall be noted on subsequent final plats.
5. On the original preliminary plat there was a drainage easement along the west side of lot 10 (from the City property) and along the east side of Lot 9 (adjacent to the utility easement along Sjoström Drive) that was originally designed to convey off-site storm water from a 54 inch culvert. The easement is not reflected on this plat. If the storm sewer was not redesigned to accommodate this water flow, then the easement shall be reflected on the plat.

6. Updated improvement plans shall be submitted with subsequent final plats.
7. If a property owner association is created, supporting documentation shall be submitted to the planning department.
8. The existing sanitary sewer along Lot 9 is within a drainage easement but should be within a sanitary sewer easement.
9. All anticipated easements (ie. utility, drainage, etc.) and the explanations of such easements shall be reflected on all subsequent final plats.
10. All appropriate signature blocks shall be on the all subsequent final plats.
11. Right-of-way shall be wide enough to adequately handle the anticipated level of truck traffic.
12. A note shall be placed on all subsequent final plats that plantings within the drainage easements that abut the 500 year floodplain shall be comprised of native vegetation.
13. A groundwater protection plan shall be developed and submitted to the Boone County Soil and Water Conservation District and the Belvidere Planning Department.
14. A subsurface drainage investigation shall be completed and submitted to the Boone County Soil and Water Conservation District and the Belvidere Planning Department before development takes place.
15. A wetland delineation report shall be conducted and submitted to the Boone County Soil and Water Conservation District and the Belvidere Planning Department before development takes place.
16. An erosion and sediment control plan shall be submitted to the Boone County Soil and Water Conservation District and the Belvidere Planning Department before development takes place.
17. A Stormwater Management Plan shall be submitted to the Boone County Soil and Water Conservation District and the Belvidere Planning Department before development takes place.
18. There shall be a note on all subsequent final plats prohibiting direct access to Grant Highway.
19. The Planning Commission signature block shall be revised to read Planning and Zoning Commission.

20. The utility easement located on Lot 8 shall be extended onto Lot 7.

21. An affidavit of ownership, which shall include the dates the respective holdings of land were acquired, together with the book and page of each conveyance to the present owner as recorded in the County Clerk and Records Office shall be submitted with the plat.

22. The plat shall be in compliance with all applicable codes and ordinances.

**Section 2.** That the Mayor and City Clerk are hereby authorized and directed to execute the plat upon presentment of a proper guarantee for the construction of the required subdivision improvements and payment of the construction inspection fee in accordance with the Belvidere Subdivision Ordinance.

**Section 3.** That the City Clerk is hereby authorized and directed to cause the revised preliminary plat to be recorded with the Boone County Recorder of Deeds after the plat is properly executed by all of the officers of the City of Belvidere.

**Section 4.** That this Ordinance shall be in full force and effect from and after its passage as provided by local law and pursuant to Illinois State Statutes. This written and foregoing Ordinance is published by authority of the corporate authorities of the City of Belvidere in pamphlet form on this date.

**PASSED** by the City Council of the City of Belvidere this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

**APPROVED** by the Mayor of the City of Belvidere this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Mike Chamberlain, Mayor

**ATTEST:**

\_\_\_\_\_  
Shauna Arco, City Clerk

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Absent: \_\_\_\_\_

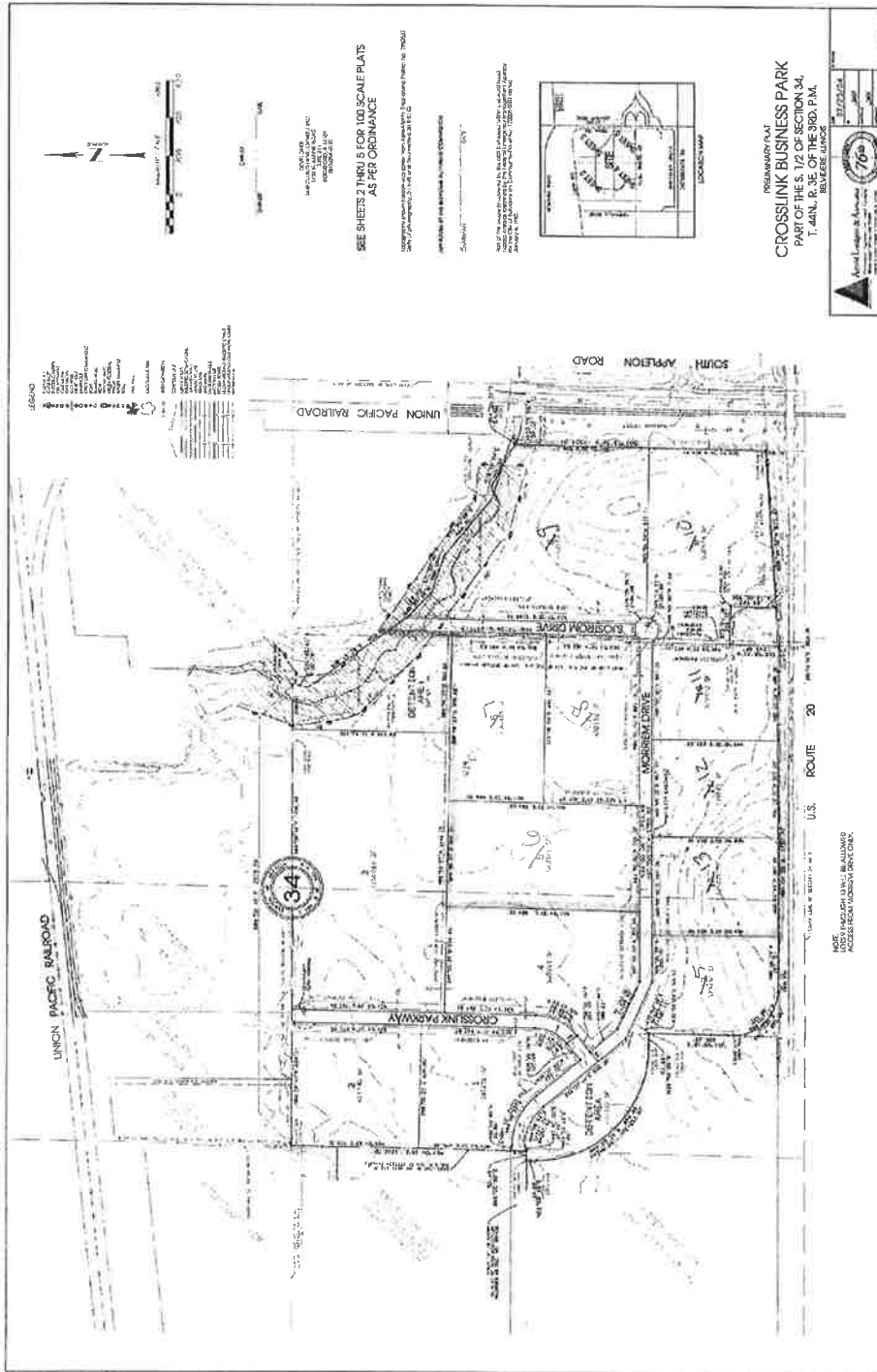
City Council Members Voting Aye:

City Council Members Voting Nay:

Date Published:

Sponsor: \_\_\_\_\_

# ATTACHMENT A



LEGEND

PROPERTY BOUNDARIES	...
EXISTING ROADS	...
PROPOSED ROADS	...
EXISTING UTILITIES	...
PROPOSED UTILITIES	...
EXISTING EASEMENTS	...
PROPOSED EASEMENTS	...
EXISTING ENCUMBRANCES	...
PROPOSED ENCUMBRANCES	...
EXISTING SETBACKS	...
PROPOSED SETBACKS	...
EXISTING ZONING	...
PROPOSED ZONING	...
EXISTING SURVEY DATA	...
PROPOSED SURVEY DATA	...
EXISTING ADJACENT PROPERTIES	...
PROPOSED ADJACENT PROPERTIES	...
EXISTING NEIGHBORHOODS	...
PROPOSED NEIGHBORHOODS	...
EXISTING LAND USES	...
PROPOSED LAND USES	...
EXISTING ENVIRONMENTAL FEATURES	...
PROPOSED ENVIRONMENTAL FEATURES	...
EXISTING HISTORICAL MONUMENTS	...
PROPOSED HISTORICAL MONUMENTS	...
EXISTING CULTURAL RESOURCES	...
PROPOSED CULTURAL RESOURCES	...
EXISTING ARCHITECTURAL RESOURCES	...
PROPOSED ARCHITECTURAL RESOURCES	...
EXISTING HISTORICAL DISTRICTS	...
PROPOSED HISTORICAL DISTRICTS	...
EXISTING LANDMARKS	...
PROPOSED LANDMARKS	...
EXISTING MONUMENTS	...
PROPOSED MONUMENTS	...
EXISTING CULTURAL RESOURCES	...
PROPOSED CULTURAL RESOURCES	...
EXISTING ARCHITECTURAL RESOURCES	...
PROPOSED ARCHITECTURAL RESOURCES	...
EXISTING HISTORICAL DISTRICTS	...
PROPOSED HISTORICAL DISTRICTS	...
EXISTING LANDMARKS	...
PROPOSED LANDMARKS	...
EXISTING MONUMENTS	...
PROPOSED MONUMENTS	...

SEE SHEETS 2 THRU 8 FOR 100 SCALE PLATS AS PER ORDINANCE

PROPOSED PROJECT INFORMATION: CROSSLINK BUSINESS PARK, SECTION 34, T. 44N. R. 31E. OF THE 98D. 1 P.M.

DATE OF PREPARATION: 1.44N.L.P. 3.31.2011 P.M.

APPLICANT: CROSSLINK BUSINESS PARK, LLC

DESIGNER: [Firm Name]

DATE OF THE SURVEY: [Date]

PROJECT LOCATION: [Address]

PROJECT NUMBER: [Number]

PROJECT TITLE: [Title]

PROJECT DESCRIPTION: [Description]

PROJECT SCOPE: [Scope]

PROJECT OBJECTIVES: [Objectives]

PROJECT BENEFITS: [Benefits]

PROJECT RISKS: [Risks]

PROJECT COSTS: [Costs]

PROJECT REVENUE: [Revenue]

PROJECT PROFITABILITY: [Profitability]

PROJECT VIABILITY: [Viability]

PROJECT FEASIBILITY: [Feasibility]

PROJECT SUSTAINABILITY: [Sustainability]

PROJECT RESILIENCE: [Resilience]

PROJECT ADAPTABILITY: [Adaptability]

PROJECT FLEXIBILITY: [Flexibility]

PROJECT INNOVATION: [Innovation]

PROJECT COMPETITIVENESS: [Competitiveness]

PROJECT GROWTH: [Growth]

PROJECT EMPLOYMENT: [Employment]

PROJECT TAX REVENUE: [Tax Revenue]

PROJECT ECONOMIC DEVELOPMENT: [Economic Development]

PROJECT COMMUNITY IMPROVEMENT: [Community Improvement]

PROJECT ENVIRONMENTAL IMPROVEMENT: [Environmental Improvement]

PROJECT SOCIAL IMPROVEMENT: [Social Improvement]

PROJECT CULTURAL IMPROVEMENT: [Cultural Improvement]

PROJECT HISTORICAL IMPROVEMENT: [Historical Improvement]

PROJECT ARCHITECTURAL IMPROVEMENT: [Architectural Improvement]

PROJECT LANDMARK IMPROVEMENT: [Landmark Improvement]

PROJECT MONUMENT IMPROVEMENT: [Monument Improvement]

PROJECT CULTURAL RESOURCES IMPROVEMENT: [Cultural Resources Improvement]

PROJECT ARCHITECTURAL RESOURCES IMPROVEMENT: [Architectural Resources Improvement]

PROJECT HISTORICAL DISTRICTS IMPROVEMENT: [Historical Districts Improvement]

PROJECT LANDMARKS IMPROVEMENT: [Landmarks Improvement]

PROJECT MONUMENTS IMPROVEMENT: [Monuments Improvement]

PROJECT CULTURAL RESOURCES IMPROVEMENT: [Cultural Resources Improvement]

PROJECT ARCHITECTURAL RESOURCES IMPROVEMENT: [Architectural Resources Improvement]

PROJECT HISTORICAL DISTRICTS IMPROVEMENT: [Historical Districts Improvement]

PROJECT LANDMARKS IMPROVEMENT: [Landmarks Improvement]

PROJECT MONUMENTS IMPROVEMENT: [Monuments Improvement]



PROPOSED PROJECT INFORMATION:  
**CROSSLINK BUSINESS PARK**  
 PART OF THE S. 1/2 OF SECTION 34,  
 T. 44N. R. 31E. OF THE 98D. 1 P.M.

DATE: 1.44N.L.P. 3.31.2011 P.M.

PROJECT: CROSSLINK BUSINESS PARK

CLIENT: CROSSLINK BUSINESS PARK, LLC

DESIGNER: [Firm Name]

DATE OF THE SURVEY: [Date]

PROJECT LOCATION: [Address]

PROJECT NUMBER: [Number]

PROJECT TITLE: [Title]

PROJECT DESCRIPTION: [Description]

PROJECT SCOPE: [Scope]

PROJECT OBJECTIVES: [Objectives]

PROJECT BENEFITS: [Benefits]

PROJECT RISKS: [Risks]

PROJECT COSTS: [Costs]

PROJECT REVENUE: [Revenue]

PROJECT PROFITABILITY: [Profitability]

PROJECT VIABILITY: [Viability]

PROJECT FEASIBILITY: [Feasibility]

PROJECT SUSTAINABILITY: [Sustainability]

PROJECT RESILIENCE: [Resilience]

PROJECT ADAPTABILITY: [Adaptability]

PROJECT FLEXIBILITY: [Flexibility]

PROJECT INNOVATION: [Innovation]

PROJECT COMPETITIVENESS: [Competitiveness]

PROJECT GROWTH: [Growth]

PROJECT EMPLOYMENT: [Employment]

PROJECT TAX REVENUE: [Tax Revenue]

PROJECT ECONOMIC DEVELOPMENT: [Economic Development]

PROJECT COMMUNITY IMPROVEMENT: [Community Improvement]

PROJECT ENVIRONMENTAL IMPROVEMENT: [Environmental Improvement]

PROJECT SOCIAL IMPROVEMENT: [Social Improvement]

PROJECT CULTURAL IMPROVEMENT: [Cultural Improvement]

PROJECT HISTORICAL IMPROVEMENT: [Historical Improvement]

PROJECT ARCHITECTURAL IMPROVEMENT: [Architectural Improvement]

PROJECT LANDMARK IMPROVEMENT: [Landmark Improvement]

PROJECT MONUMENT IMPROVEMENT: [Monument Improvement]

PROJECT CULTURAL RESOURCES IMPROVEMENT: [Cultural Resources Improvement]

PROJECT ARCHITECTURAL RESOURCES IMPROVEMENT: [Architectural Resources Improvement]

PROJECT HISTORICAL DISTRICTS IMPROVEMENT: [Historical Districts Improvement]

PROJECT LANDMARKS IMPROVEMENT: [Landmarks Improvement]

PROJECT MONUMENTS IMPROVEMENT: [Monuments Improvement]

PROJECT CULTURAL RESOURCES IMPROVEMENT: [Cultural Resources Improvement]

PROJECT ARCHITECTURAL RESOURCES IMPROVEMENT: [Architectural Resources Improvement]

PROJECT HISTORICAL DISTRICTS IMPROVEMENT: [Historical Districts Improvement]

PROJECT LANDMARKS IMPROVEMENT: [Landmarks Improvement]

PROJECT MONUMENTS IMPROVEMENT: [Monuments Improvement]

**CITY OF BELVIDERE**

*Community Development*



**BUILDING DEPARTMENT**

**PLANNING DEPARTMENT**

**401 WHITNEY BLVD. SUITE 300 BELVIDERE, IL 61008 \* PH (815)547-7177 FAX (815)547-0789**

---

July 5, 2016

Revised July 13, 2016

**ADVISORY REPORT**

**CASE NUMBER:** 2016-15      **APPLICANT:** Sjostrom; Crosslink Business Park PP

---

**REQUEST:**

The applicant is requesting re-approval of the remaining eight lots of Crosslink Business Park Subdivision's preliminary plat.

**LOCATION OF SITE:**

The subject property is located at the northwest corner of South Appleton Road and Grant Highway (see attached location map). It encompasses the undeveloped portion of Crosslink Business Park at the east end of Morriem Drive.

**BACKGROUND:**

The subject property is zoned HI, Heavy Industrial District. The original preliminary plat for Crosslink Business Park consisted of 13 lots and approximately 176 acres. In 2004, shortly after the preliminary plat was approved, the first final plat of Crosslink Business Park consisting of five buildable lots and two outlots was approved. A replat of Lot 2 was approved in 2015 but was never recorded.

Since no plats have been recorded in over ten years, the preliminary plat has expired. The remaining eight lots (94.98 acres) need to have an approved preliminary plat on record before a second final plat can be obtained. The lot numbering has changed slightly since the original preliminary plat was approved due to the boundaries of the first final plat. The applicant has not submitted a second final plat at this time. The preliminary plat is being renewed in order to make the property more favorable to potential development.

A request for comments was forwarded to 16 departments, agencies or other parties. Comments received have been incorporated into the recommended conditions of approval.



**SUMMARY OF FINDINGS:**

Provided that the suggested conditions of approval are met, the revised Preliminary Plat of Crosslink Business Park is in conformance with the City of Belvidere's subdivision and zoning ordinances.

**RECOMMENDATION:**


Planning staff recommends the **approval** of case number **2016-15**, subject to the following conditions:


1. There shall be a fire hydrant at each intersection and a fire hydrant every 300 feet.
2. All unfinished improvements (roadway, storm sewer, sanitary sewer and water main) from Final Plat 1 shall be completed as part of Final Plat 2.
3. It shall be noted on subsequent final plats that Lot 13 shall be graded to make use of the existing detention on Outlot A, Lots 6, 7 and 8 shall be graded to make use of the existing detention on Outlot B and Lots 9, 10, 11 and 12 shall provide on-site detention.
4. The detention requirement, storm water release calculations and culvert sizing calculations shall be noted on subsequent final plats.
5. On the original preliminary plat there was a drainage easement along the west side of lot 10 (from the City property) and along the east side of Lot 9 (adjacent to the utility easement along Sjostrom Drive) that was originally designed to convey off-site storm water from a 54 inch culvert. The easement is not reflected on this plat. If the storm sewer was not redesigned to accommodate this water flow, then the easement shall be reflected on the plat.
6. Updated improvement plans shall be submitted with subsequent final plats.
7. If a property owner association is created, supporting documentation shall be submitted to the planning department.
8. The existing sanitary sewer along Lot 9 is within a drainage easement but should be within a sanitary sewer easement.
9. All anticipated easements (ie. utility, drainage, etc.) and the explanations of such easements shall be reflected on all subsequent final plats.
10. All appropriate signature blocks shall be on the all subsequent final plats.
11. Right-of-way shall be wide enough to adequately handle the anticipated level of truck traffic.

12. A note shall be placed on all subsequent final plats that plantings within the drainage easements that abut the 500 year floodplain shall be comprised of native vegetation.
13. A groundwater protection plan shall be developed and submitted to the Boone County Soil and Water Conservation District and the Belvidere Planning Department.
14. A subsurface drainage investigation shall be completed and submitted to the Boone County Soil and Water Conservation District and the Belvidere Planning Department before development takes place.
15. A wetland delineation report shall be conducted and submitted to the Boone County Soil and Water Conservation District and the Belvidere Planning Department before development takes place.
16. An erosion and sediment control plan shall be submitted to the Boone County Soil and Water Conservation District and the Belvidere Planning Department before development takes place.
17. A Stormwater Management Plan shall be submitted to the Boone County Soil and Water Conservation District and the Belvidere Planning Department before development takes place.
18. There shall be a note on all subsequent final plats prohibiting direct access to Grant Highway.
19. The Planning Commission certificate block shall be changed to the Community Development Planner certificate block.
20. The utility easement located on Lot 8 shall be extended onto Lot 7.
21. An affidavit of ownership, which shall include the dates the respective holdings of land were acquired, together with the book and page of each conveyance to the present owner as recorded in the County Clerk and Records Office shall be submitted with the plat.
22. The plat shall be in compliance with all applicable codes and ordinances.

**Submitted by:**

**Reviewed by:**

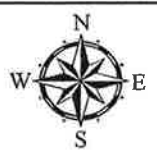
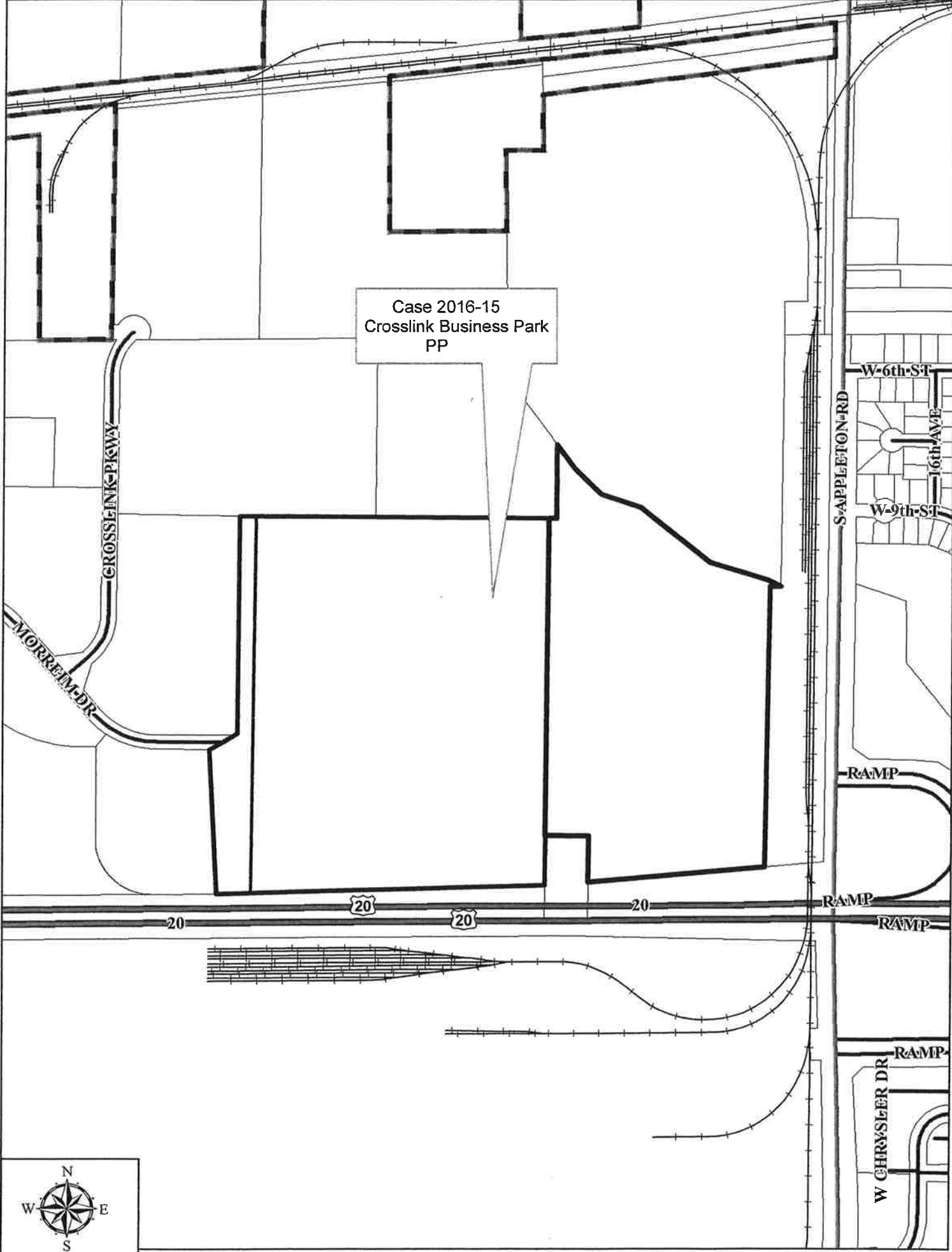
  
Gina DelRose  
Community Development Planner

  
Cathy Crawford,  
Administrative Assistant

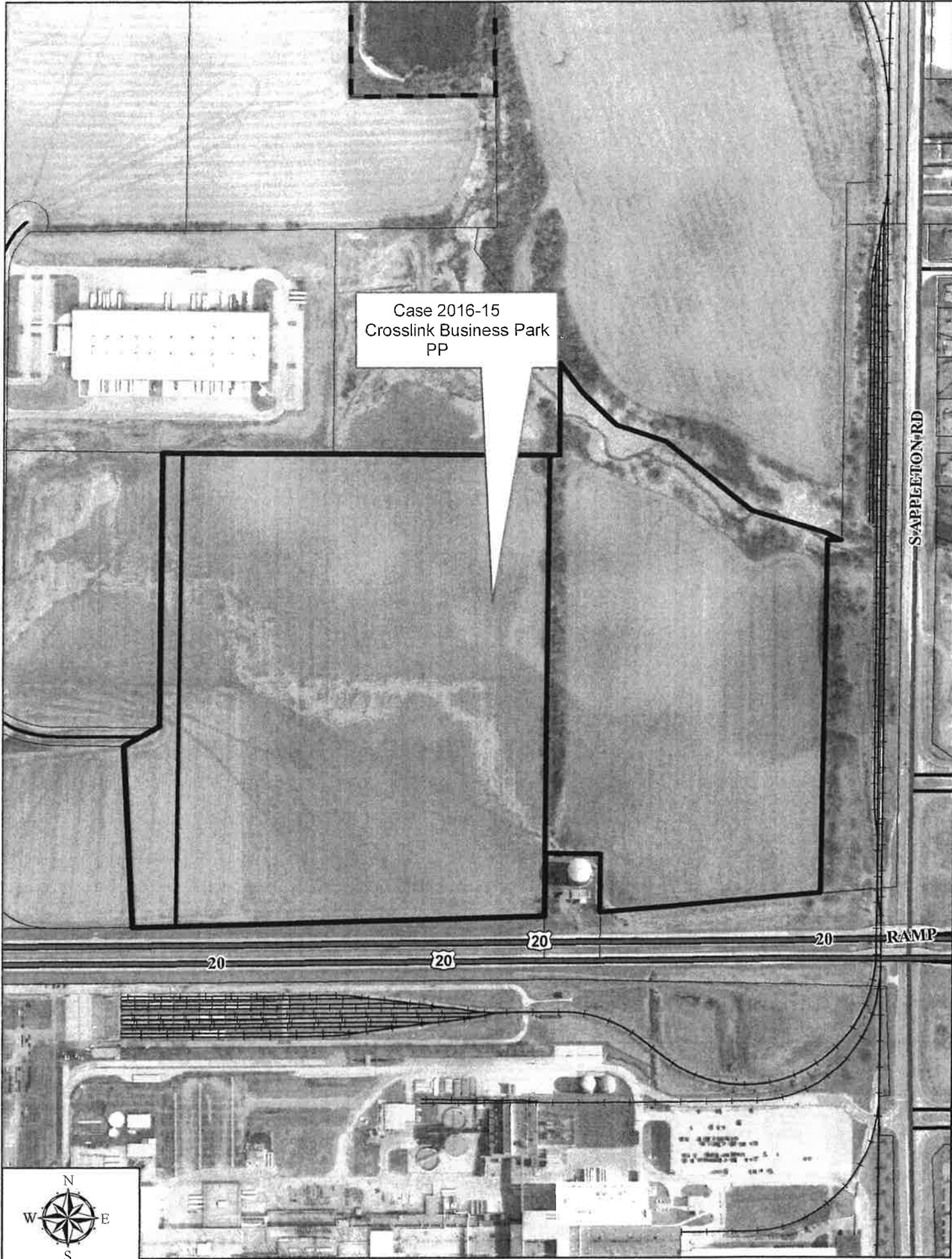
**ATTACHMENTS**

1. Location Map by Planning Staff.
2. Aerial Photo by Planning Staff.
3. Submitted Application.
4. Letter from Hampton, Lenzini and Renwick, Inc., Dirk Yuill, June 27, 2016.
5. E-mail from the Boone County Conservation District, Dan Kane, June 29, 2016.
6. E-mail from the Belvidere Fire Department, Craig Wilcox, June 30, 2016.
7. Letter from the Boone County Soil and Water Conservation District, Jennifer Becker, June 30, 2016.
8. Letter from the Boone County Soil and Water Conservation District, James Mulcahy, July 1, 2016.
9. Revised Preliminary Plat Crosslink Business Park.

Case 2016-15  
Crosslink Business Park  
PP



1 inch = 556 feet



Case 2016-15  
Crosslink Business Park  
PP

SAPPLETON RD

RAMP

20

20

20

20

1 inch = 445 feet

CITY OF BELVIDERE

Community Development



401 WHITNEY BLVD. SUITE 300 BELVIDERE, IL 61008 P. 815-544-5271 F. 815-544-9214

APPLICATION FOR PLAT OF SUBDIVISION APPROVAL

FOR OFFICE USE ONLY

Preliminary  Final  Replat

Case Number 2016-15  
Filing Date 6/14/16  
Zone District HI

PZC Date 7/12/16  
BPZ Date \_\_\_\_\_  
CC Date 7/18/16  
CC Date 8/11/16

PLEASE PRINT IN BLACK INK OR TYPE

1) Applicant Name: Sjostrom & Sons, Inc.  
Mailing Address: PO Box 5766  
Rockford, IL Zip: 61125  
Daytime Phone: 815-226-0330 Fax: 815-226-8868 Email: jsjostrom@sjostromconstruction.com

2) Property Owner Name: same  
Mailing Address: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Zip: \_\_\_\_\_

3) Surveyor/Engineer Name: Das Kastan - Fehr Graham  
Mailing Address: 200 Prairie St, Suite 209  
Rockford, IL Zip: 61107  
Daytime Phone: 815 394-4700 Fax: 815 394 4702

4) Attorney Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Zip: \_\_\_\_\_

5) Contact Person (if different from Applicant): In order to reduce confusion, the staff requests one contact person be designated to discuss issues concerning this petition.  
Name: Joel Sjostrom  
Mailing Address: PO Box 5766  
Rockford, IL Zip: 61125  
Daytime Phone: 815-226-0330 Fax: 815-226-8868 Email: jsjostrom@sjostromconstruction.com

6) Proposed Name of Subdivision: Crosslink Business Park

7) Property Location: See attachment

Parcel Identification Number: 05-34-376-003, 05-34-400-007, 05-34-400-010 Section: \_\_\_\_\_ Twp: \_\_\_\_\_  
Range: \_\_\_\_\_ Other (attached) \_\_\_\_\_ Twp. Name: \_\_\_\_\_

8) Proposed Use(s): \_\_\_\_\_ Present Zoning: HI  
Proposed Zoning: HI # of Lots: 8 Area of Parcel: 93 acres

9) Are you proposing deed restrictions? Yes No If yes, please attach copy.

Property owners association to be recorded later.

10) For residential subdivisions, indicate total number of proposed:

Single-Family: \_\_\_\_\_ Two-Family: \_\_\_\_\_ Multi-Family: \_\_\_\_\_  
Indicate total dwelling units of all Multi-Family: \_\_\_\_\_

11) Your proposed single-family, multi-family, or mobile home plat must comply with the Land/Cash Ordinance adopted by Belvidere / Boone County. Please indicate when you plan to pay the required fee.

\_\_\_\_\_ At time of final plat approval.

\_\_\_\_\_ At time of securing building permit for each residential unit. (Applicant must sign "Exhibit B, Agreement", attached to this application)

12) What type of sewage disposal do you propose? Belvidere sewers

13) List all proposed improvements and utilities. State your intention to install or post a guarantee prior to actual installation.

	Improvement	Installation	Guarantee
a.	<u>Full urban improvements</u>	_____	_____
b.	_____	_____	_____
c.	_____	_____	_____

14) List other materials submitted with this application.

	Item	Number
a.	<u>Copies of subdivision plat</u>	<u>10</u>
b.	<u>11x17 copy of subdivision plat</u>	<u>1</u>
c.	_____	_____

**NOTE:** The "Endangered Species Act" entitles the Illinois Department of Natural Resources (IDNR) to review all platting applications for their impact on endangered or protected species. Illinois law allows thirty (30) days for their response. The Applicant is responsible for contacting the IDNR, via the EcoCAT website at [DNR.EcoCAT@illinois.gov](mailto:DNR.EcoCAT@illinois.gov).



## Hampton, Lenzini and Renwick, Inc.

Civil Engineers • Structural Engineers • Land Surveyors • Environmental Specialists  
www.hirengineering.com

June 27, 2016

Mr. Brent Anderson  
Director of Public Works  
City of Belvidere  
401 Whitney Boulevard, Suite 200  
Belvidere, IL 61008

Re: Crosslink Business Park  
Preliminary Plat Renewal

Dear Mr. Anderson:

We reviewed the Revised Preliminary Plat of Crosslink Business Park, the Application for Subdivision Approval as well as information in our files from the original subdivision and offer the following comments for your consideration:

1. We reviewed the original Preliminary Plat and Final Plat 1 in 2004. While the Preliminary Plat appears to be similar to the one in our file, Final Plat 1 differs along the north side of the subdivision. Lot 3 on this Preliminary Plat extends further to the east and Outlot B for detention is included. Review of Google Maps shows an existing building on Lot 3 and what appear to be paved ditches on Outlot B. We assume that Final Plat 1 was revised before recording to include the additional area for Lot 3 and Outlot B.
2. Review of Google Maps also indicates that the improvements to Morriem Drive were not completed to the east limit of Lots 4 and 5 but ends at approximately the east limit of Outlot A. We assume that the required roadway, storm sewer, sanitary sewer and water main improvements for Plat 1 will be completed as part of Plat 2.
3. The original drainage study for the subdivision separated the lots into three groups for detention. One group made use of the detention provided in the pond on Outlot A, a second group made use of the pond on Outlot B, and the third group required on-site detention. Based on the Revised Preliminary Plat provided, Lot 13 can make use of the existing detention on Outlot A. Lots 6, 7, and 8 can make use of the detention on Outlot B. Lots 9, 10, 11, and 12 will be required to provide on-site detention. This information should be included on the final plat.
4. In addition to the detention requirements, storm water release calculations and culvert sizing calculations were performed for the lots. This information should also be included on the final plat for each lot.
5. The original Storm Water Exhibit for this subdivision showed a drainage easement along the west side of Lot 10, from the City property, and along the east side of Lot 9, adjacent to the utility easement along Sjoström Drive, that is not shown on this plat. This drainage easement is at this location to convey offsite storm water from a 54 inch culvert. We question if the storm sewer in this area has been redesigned to accommodate these flows, eliminating the need for the easement. If not, the easement should be shown.

380 Shepard Drive  
Eggn, Illinois 60123-7010  
Tel 847 697 6700  
Fax 847 697 6753

6825 Hobson Valley Drive, Suite 302  
Woodridge, Illinois 60517  
Tel 847 697 6700  
Fax 847 697 6753

3085 Stevenson Drive, Suite 201  
Springfield, Illinois 62703  
Tel 217 546 3400  
Fax 217 546 8116

323 W Third Street P O Box 160  
Mt Carmel, Illinois 62863  
Tel 618 262 8651  
Fax 618 263 3327



Mr. Brent Anderson  
City of Belvidere  
June 27, 2016  
Page 2

6. No improvement plans were provided for review. We reviewed the improvement plans for Plat 2 in 2005 and assume that updated plans will be submitted for review with the final plat.
7. The application also states that a property owners association is being proposed for this subdivision. Since the first plat has been recorded, we question if the property owners association documents were recorded. If so, copies should be provided for review for this plat.
8. The easement provisions for the various easements should be included on the final plat. These include utility easements, storm sewer easements, drainage easements, and sanitary sewer easements. All easements should be checked to ensure that they are located where needed to provide for future maintenance. The existing sanitary sewer along the north line of Lot 9 is within a drainage easement but should be within a sanitary sewer easement as much as possible as some of it lies beyond the limits of this subdivision.
9. The previous plat showed the right-of-way at the corner of Morriem Drive and Sjostrom Drive as two 45° corner cuts rather than a partial cul-de-sac. Since this is an industrial subdivision, we question if the proposed pavement will allow sufficient room for turning trucks.

If you have any questions or need additional information, please call me at 847.697.6700.

Very truly yours,

**HAMPTON, LENZINI AND RENWICK, INC.**

By:

  
Dirk A. Yuill

DAY

**From:** Dan Kane <dkane@bccdil.org>  
**Sent:** Wednesday, June 29, 2016 10:28 AM  
**To:** Gina DelRose  
**Subject:** Preliminary Plat - Crosslink Business Park

Good Morning Ms. DelRose,

I have questions relating to the proposed preliminary plat of Crosslink Business Park.

First, I will be out of the office from Thursday, June 30 through Tuesday, July 12<sup>th</sup> and may not be able to prepare a formal review in time to meet the deadline of Friday, July 1<sup>st</sup>, I did not receive the review packet until Monday, June 25<sup>th</sup> and it is not practical to expect our agency to review and prepare a response within four business days!

So, I will pose a series of questions/comments that reflect only a quick look at what has been provided.

1. The first series of questions that come to mind is related to the City of Belvidere's municipal well number 8 that this development surrounds.
  - a. Given the type of development proposal, what safeguards will the development implement to preserve the quality and quantity of groundwater recharge to this well's recharge capture zone?
  - b. Has the City of Belvidere assessed the five, ten, and 20 year recharge capture zones of this well and developed a map that identifies/depicts this assessment as a map or GIS feature which can be used as an additional resource in the review of this development proposal?
  - c. Has the City of Belvidere utilized this assessment to determine any potential affects that this development would impose on the performance, quality or essential characteristics of this part of Belvidere's water supply? Has the Developer provided data to assist with this assessment? Does this data assure the City that this proposal would not adversely impact this component of the City's water supply?
2. The second series of questions/comments is related to the Boone County Regional Stormwater Management Plan. It is my understanding that the adopted Regional Stormwater Management Plan is applicable to development in the City of Belvidere.
  - a. This preliminary plat should be reviewed in the context of the Adopted Boone County Regional Stormwater Management Plan. All reviewers and development proposals should incorporate the most current trends of stormwater management and consider implementing conservation design principles in this project.
  - b. The preliminary plat identifies a "drainage easement," but does not specifically identify wetlands on this site as identified in the United States Fish & Wildlife Service National Wetland Inventory that is included as a GIS layer in WINGIS database used by the City of Belvidere and Boone County.

- c. The preliminary plat demonstrates no consideration of wetland protection measures. Such measures would include buffer areas, plantings of native vegetation, and other best management practices.
  - d. The preliminary plat does not provide any description of stormwater management facilities.
  - e. There is no supporting documentation that demonstrates any design features that would contribute positively toward green infrastructure. Such features would benefit design of stormwater management features, preserve or improve surface and groundwater water quality, preserve or enhance ecological functions and values, minimize impacts to groundwater recharge, and other aspects that can be addressed in the design and implementation of this project.
3. A third aspect to consider would be the inclusion of passive recreational features that are often considered improvements that affect quality of life. These might be considered above and beyond elements. Design features such as:
- a. Recreational pathways that connect adjacent lots/businesses and nearby residential areas and local recreational amenities and facilitate expansion to future developments on adjacent properties.
  - b. This plat design could include an internal path system, that allows pedestrian traffic between the various lots/businesses; and the developer and city planner could assess the ability to incorporate connections to future development and existing residential and park areas.
  - c. Such a path system could facilitate opportunities for exercise and recreation for business employees and be incorporated as a marketing strategy to attract new businesses possibly even establishing a pedestrian route that affords employees a non-motorized way to work.

The Boone County Conservation District may have additional comments relating to the design of this preliminary plat. However, given the short period of time allotted for review, this is what can be submitted at this point in time.

Sincerely,

Dan Kane

Daniel J. Kane, LPG  
Executive Director  
Boone County Conservation District  
603 North Appleton Road  
Belvidere, Illinois 61008

E-mail: [dkane@bccdil.org](mailto:dkane@bccdil.org)  
Phone: (815) 547-7935

## Gina DelRose

---

**From:** Craig Wilcox <wilcox.bfd@gmail.com>  
**Sent:** Thursday, June 30, 2016 3:59 PM  
**To:** Gina DelRose  
**Subject:** Re: notices

Gina

The following are the responses from the Fire Department on each case.

1. 2016-10 Because of the use group and laps in time since the last one was conducted, it has the potential for a major fire/life safety issues. It is requested that prior to opening for business that our office complete a fire/life safety inspection. The earlier in the process that this is conducted the less delay occurs to opening.
2. 2016-11 No issues exist at this time.
3. 2016-12 Concur on amendments
4. 2016-13 No issues exist at this time.
5. 2016-14 No issues exist at this time.
6. 2016-15 Maintain 300' hydrant spacing and one at each intersection.

Lt. Wilcox  
Belvidere Fire Department  
Inspection Bureau  
815.544.2242 Office  
815.601.7857 Cell

June 30, 2016

Gina DelRose  
Community Development Planner  
Belvidere Community Development Department  
401 Whitney Blvd. Suite 300  
Belvidere, IL 61008

**RE:** 2016-15; Crosslink Business Park, Preliminary Plat Renewal

Dear Gina DelRose:

Our office has reviewed the preliminary plat for Crosslink Business Park. We have the following comments:

1. This area is rated by the Illinois Geologic Survey as having the highest potential for groundwater contamination. Belvidere's municipal well #8 is located adjacent to the preliminary plat area. Given the geologic sensitivity of the site and the location of the city well, the Boone County Soil and Water Conservation District recommends the development of a groundwater protection plan. It may be necessary to develop a plan for each business in the industrial subdivision.
2. A subsurface drainage investigation should be completed before development takes place at this site. The Illinois Drainage Guide identifies soil types that may have been drained using agricultural tile.
3. Wetlands are present on and adjacent to this area. A wetland delineation should be conducted before development is allowed at this site.
4. An erosion and sediment control plan will be required when development takes place. Sediment eroded from this site could negatively impact wetlands and water quality on site and downstream of this area.
5. A storm water management plan is recommended if development is allowed. Industrial development with large parking lots and roof tops could significantly increase storm water runoff. This site is located about 3500 feet from the Kishwaukee River, which is considered a class A stream.



Boone County  
**Soil & Water**  
Conservation District

211 N. Appleton Road  
Belvidere, IL 61008  
815-544-2677 ext. 3

6. There are ecological features on this site mainly associated with the stream corridor to the northeast and several tree-lines. The floodplain, wetlands, and stream corridor should be maintained and protected.
7. This area has prime agricultural soils and is currently in agricultural production.
8. The Boone County Comprehensive plan identifies this area as being planned for future industrial uses.

If you have questions regarding these comments feel free to contact our office. Thank you for the opportunity to comment.

Sincerely:

A handwritten signature in cursive script that reads "Jennifer Becker".

Jennifer Becker

Administrative Coordinator/Resource Analyst  
Boone County Soil & Water  
Conservation District

 Boone County  
**Soil & Water**  
Conservation District

211 N. Appleton Road  
Belvidere, IL 61008  
815-544-2677 ext. 3

1 July 2016

Brent Anderson  
Belvidere Director of Public Works  
401 Whitney Blvd  
Belvidere, IL 61008

Re: Landmark 336K Development, 775 Logistics Drive, Belvidere. Final Plat No. 2  
Landmark Logistics

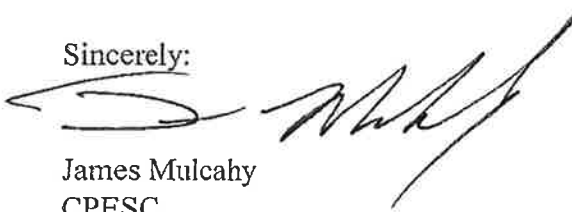
Dear Mr. Anderson:

Our office has reviewed the erosion and sediment control plans for the above referenced construction project. Our letter to you of 24 May 2016 also reviewed preliminary plans for this property. We have several comments:

1. Plans show a stabilized construction entrance off Landmark Drive. If construction traffic enters from Logistics Drive another stabilized construction entrance should be installed.
2. Existing and proposed soil stockpiles are shown on the plans and covered in the Erosion Control Notes. If left onsite for future construction they should be graded to allow maintenance, seeded, and stabilized. Often, after the initial construction is completed, silt fence is not maintained and weeds cover the stockpile.
3. Dry well inlet protection during construction is important to assure the functionality of the dry wells in the future. Silts and clays from eroding surface soils may clog soil pores in the sandy subsoils dry wells drain to.
4. Maintenance of erosion and sediment control practices is crucial throughout the length of the project. Conditions vary and plans may need to be modified to address changes.
5. Erosion and sediment control inspection reports should be available to review onsite.

Thank you for the opportunity to comment. If you have questions call our office or email me at [james.mulcahy@il.nacdnet.net](mailto:james.mulcahy@il.nacdnet.net).

Sincerely:

  
James Mulcahy  
CPESC

cc: Gina Delrose, Belvidere Community Development Department

